

The January 27, 2025 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.

January 22, 2025 Work Session Roll Call:

| | | |
|-------------------------------|--------------------------------|---------------------|
| Eyerly – Present | Formica – Present ¹ | Gallagher – Present |
| George – Present ¹ | Grink – Present | 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 | Christopher Carsia – Director of Operations |
| Gene Zynel – Plant Operations Manager | Shane Boyer – Asst. Plant Operations Manager |
| Rachel Govelovich, P.E. – Gannett Fleming | Robert Dougherty, P.E. – RJD Engineering, Inc. |

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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 | ¹ Christopher Carsia – Director of Operations |
| 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.

Gallagher & George nominated Christopher Carsia as Temporary Chairman for Reorganization.

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

NOMINATION OF OFFICERS

Grink & Formica nominated **John Sullivan** for Chairman. **Zola & Gallagher** moved to close the nominations. Passed: Aye-9, Nay-0, Absent-0. The Assistant Secretary was authorized to cast a unanimous ballot for **John Sullivan** for Chairman.

Sherrock & Grink nominated **Frank George** for Vice-Chairman. **Zola & Gallagher** moved to close the nominations. Passed: Aye-9, Nay-0, Absent-0. The Assistant Secretary was authorized to cast a unanimous ballot for **Frank George** for Vice-Chairman.

Formica & George nominated **William Gallagher** for Secretary. **Zola & Gallagher** moved to close the nominations. Passed: Aye-9, Nay-0, Absent-0. The Assistant Secretary was authorized to cast a unanimous ballot for **William Gallagher** for Secretary.

Gallagher & George nominated **Theodore Sherrock** for Treasurer. **Zola & Gallagher** moved to close the nominations. Passed: Aye-9, Nay-0, Absent-0. The Assistant Secretary was authorized to cast a unanimous ballot for **Theodore Sherrock** for Treasurer.

Gallagher & George nominated **Rocco Formica** for Assistant Treasurer. **Zola & Gallagher** moved to close the nominations. Passed: Aye-9, Nay-0, Absent-0. The Assistant Secretary was authorized to cast a unanimous ballot for **Rocco Formica** for Assistant Treasurer.

APPOINTMENTS BY THE BOARD

George & Gallagher moved that the Ustynoski & Marusak law firm with representation by Attorney Joseph D. Ustynoski be reappointed as Solicitor for the Authority.

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

Sherrock & Grink moved that Morgan Stanley with representation by Howard Willard III be reappointed as Investment Consultant for the Authority.

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

Sherrock & Formica moved that Snyder & Clemente, CPA with representation by John Nonnemacher, CPA be reappointed as Auditor for the Authority.

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

Formica & Grink moved that Foster & Foster, Inc. with representation by Paul Baugher be appointed as Actuarial Consultant for the Authority.

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

George & Formica moved that Gannett Fleming, Inc. with representation by Rachel Govelovich, P.E. be reappointed as Consulting Engineer for the Authority.

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

George & Formica moved that RJD Engineering, Inc. with representation by Robert Dougherty, P.E. be reappointed as Special Projects Engineer for the Collection System Division as per the rate proposal presented for calendar year 2024.

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

Formica & Grink moved to approve the minutes of the December 4, 2024 Special Meeting.
Passed: Aye-9, Nay-0, Absent-0

Formica & George moved to approve the minutes of the December 18, 2024 Regular Monthly Meeting.
Passed: Aye-9, Nay-0, Absent-0

Directors' Report -

MONTHLY FLOW REPORT

| | <u>December 2024</u> | | <u>Year to Date</u> | | |
|---------------------|----------------------|---------|---------------------|--------|----------------|
| | | | <u>Total</u> | | <u>Average</u> |
| Total Flow | 260,511,076 | Gallons | 3,061,456,900 | Gallon | xxxxx |
| Total Flow Bypassed | 13,362,930 | Gallons | 205,764,256 | Gallon | xxxxx |

| | | | | | |
|---------------------------|--------------------|----------------|----------------------|---------------|------------------------|
| Days Flow Bypassed | <u>4</u> | Days | <u>66</u> | Days | <u>xxxxx</u> |
| Total Flow Treated | <u>247,148,146</u> | Gallons | <u>2,859,992,644</u> | Gallon | <u>xxxxx</u> |
| Average Minimum | <u>5.7</u> | MGD | <u>xxxxx</u> | xxxxx | <u>5.7</u> MGD |
| Average Maximum | <u>12.3</u> | MGD | <u>xxxxx</u> | xxxxx | <u>13.2</u> MGD |
| Average Daily Flow | <u>8.0</u> | MGD | <u>xxxxx</u> | xxxxx | <u>7.8</u> MGD |

During the Work Session, the Director of Administration, Gregory Olander, reviewed the wastewater flows for December 2024 as presented in the monthly flow report. He said the flow to the treatment plant was recorded at approximately 260.5 million gallons with 247.1 million gallons being treated. He also stated that the average daily flow to the treatment plant for the month was 8.0 MGD and the average daily flow for calendar year 2024 was recorded at 7.8 MGD. He then noted that the Discharge Monitoring Reports (DMR) were submitted to PADEP for December with no violations reported.

Gregory Olander then reported that the revenues for December 2024 were \$1,149,361.15 and the billing for hauled waste received in December totaled \$176,363.10. He stated that the customer collection rate for the month of December was 94.62%, which adjusted the fiscal year to date collection rate to 96.21%. Gregory then reported that the cybersecurity assessment on the operations network is continuing. He then reported that the W2, 1099, and 1095B forms were eFiled with the IRS and hard copies were mailed to employees and vendors prior to the deadline as required. He then stated that census information is being compiled for the annual report to the actuaries for use in producing the Pension Valuation Report. He said similar information is being provided to the third-party administrators for the 457B voluntary pension plan as required.

Gregory then reported that the maintenance staff is installing the trial secondary seal over a pipe penetration in the De-nitrification Pipe Gallery as previously approved. He said once the installation is complete, staff will make a recommendation whether to move forward with additional installations. He said the maintenance staff is also preparing for remote pump station flow meter installations at the Stacie Manor and Diamond Avenue stations. He then reported that the concrete testing firm completed concrete sample collection and we are awaiting their report on the condition of the Nitrification and Denitrification structures. He also reported that Gene Zynel, Shane Boyer, and Steve Delman have been working with a manufacturer’s representative on a replacement hauled waste receiving station that would be a direct replacement for one of the existing units. He said once all the details and pricing is available it will be discussed with the Board in more detail. Gregory then reported that the final proposal was received from Kingdom Technology Services to rebuild the existing UV Disinfection System including installation of new electrical and controls. He and Gene referenced the handout provided to the Board and stated that the proposed work was reviewed by the Gannett Fleming, who found no issue with moving forward with this rebuild. He said references were also checked for project construction and system performance at other installations. He said approval of the proposal is on the agenda for the Board’s consideration.

Gregory also reported on the incinerator air quality items noting that the 2024 Stack Test was conducted on December 5th and 6th 2024 and results have not yet been received. Gene Zynel and Shane Boyer gave a detailed PowerPoint presentation outlining the incinerator shutdown and maintenance & repair work that was performed on the incinerator and its components between shutdown on October 7, 2024 and restart on October 29, 2024. After the presentation, Gregory commented that the amount of preparation that goes into this annual shutdown is extensive and Gene and Shane as well as the Maintenance Department should be commended for this work we are able to do in-house. Board Member Eyerly asked how many people are involved in such a large undertaking. Gene responded that the four (4) members

of the maintenance department did most of the work including electrical, welding, pump and valve changes, etc. with assistance from three (3) Utility Persons. He said outside contractors are used to inspect and repair the refractory, remove sand from the reactor, and perform annual calibrations on equipment. Gregory said the planning and preparation is done by Gene, Shane, and Steve each year. The Board members commended the staff for their work keeping the incinerator operation in such good condition.

During the Work Session, Andy Nowak reported that a one-year extension request was received from Hazleton Creek Commerce Center Holdings, LLC for buildings 4 and 5. He said the request, which is on the agenda for consideration, would extend the agreement to January 28, 2026. Attorney Ustynoski stated that he had no objection to granting the request. He then reported on the Northpoint Development adjacent to the Hazleton City Authority (HCA) along Route 424 in Hazleton City. He said the developer is proposing to connect to a sewer main owned by HCA, so they are working with the HCA to get the sanitary sewer line transferred to the GHJSA. Andy reported on the Allen Ridge Associates, LLC residential development in Hazleton City. He said a cost estimate was received and reviewed by the engineer, who determined the amount provided is lower than current pricing for this type of project. He said Attorney Ustynoski is also reviewing the document and a response will be developed so the bonding amount is more in line with current market conditions. Andy then reported that the documents for the AMCOR subdivision have not been received yet. Attorney Ustynoski said he would speak with his contact at AMCOR corporate to get a status on the documents.

During the Work Session, Christopher Carsia reported that the natural gas contract expires in February 2025 and he has received pricing from the current supplier, UGI Energy Services. He said the market conditions are unfavorable at this time due in part to the intense cold across much of the country. He recommended going month to month at the current market default rate for now to see if markets begin to drop after the winter months.

During the regular meeting, Gregory Olander informed the Board that he contacted a service provider to perform arbitrage calculations on the Series of 2020 Bond Issue. He said calculations must be performed every 5 years and these calculations must be completed in March 2025. He said due to the high interest rates over the past few years, it is highly likely the Authority will need to make a repayment to the IRS for the difference between what was received in interest income and what was paid as interest expense on the Bond. He said that he would work with the company to get them the information needed to perform the assessment.

Grink & Formica 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, Robert Dougherty referenced a written report that was distributed to the Board. He reported that the Amcor subdivision work has been completed and ten copies needed for subdivision approval at West Hazleton Borough were sent to Amcor for signatures. He then gave an update on the Locust Street CSO Separation Project noting that the pipe work from Laurel St. to Manhattan Ct. in Elm St. are complete. He said the contractor indicated they would be using a second crew to work on correcting the cross connections in Area 2B beginning the first week of February. He then recommended the Board approve Change Orders #46 and #47 along with Ronca Payment Estimate #14 in the amount of \$155,231.69. He then reported that third and fourth notices for tagging of roof drains will be sent with follow-up as soon as the weather improves.

During the Regular Meeting, Rachel Govelovich referenced a written Engineer's Report that was distributed to the Board. Rachel stated that Incinerator stack testing was completed December 4th and 5th and the report is due to be submitted to PADEP within 60 days. She said there are several air quality compliance reports due in January and February 2025 as listed in the written report. She said they are being worked on and will be submitted by the respective deadlines.

Rachel then reported that PADEP resumed review of the change orders from the Incinerator Project and they approved 22 of 33 remaining change orders. She said there are nine (9) electrical change orders remaining so hopefully we will be in a position to move forward with final inspection and close-out sometime in February. She then reported on the PENNVEST funding for the Locust Street CSO Separation Project. She said change orders are being uploaded electronically to the PENNVEST site and RJD Engineering is sending hard copies to PADEP for their review and approval. She said PADEP met with RJD and Authority staff to review the change orders already submitted. She said they requested more detail on the change orders before they would grant approval approve them. She said Construction Payment Request #4 for just under \$900,000 has been submitted to PADEP and reimbursement is anticipated in early February.

Rachel then reported on the Act 537 and Long-Term Control Plan (LTCP) activities. She said flow meters are still deployed and continue to capture flows at the CSO discharge points and the pipe layout for the flow model has been completed. She said that a program called "Soap Box" is being used for flow study computation, which will be used to determine how much of the wet weather flow is being captured and treated. She said the report is being drafted and will be submitted to PADEP prior to the February 28th deadline. She then reported on the LTCP items noting that two (2) separation studies listed in the NPDES Permit are also due February 28, 2025. She said those 2 studies are being worked on and a draft will be available for QAQC and staff review prior to submission. She then reported that GIS mapping continues; however, progress has slowed due to the weather conditions.

Rachel then reported that as part of the Act 537 Plan, letters were sent to the municipalities and their engineers within the Authority's service area requesting them to provide information needed to compile the Act 537 Plan. She said confirmation of receipt has been received from Penn State, Can Do, Sugarloaf Township, Jeddo Borough, and the Municipal Authority of Hazle Township. She said Hazleton City, West Hazleton Borough, Butler Township, and Hazle Township were contacted a second time regarding the request for information.

Rachel reported that her firm continues assisting with Northpoint Development for reuse of treatment plant effluent as well as the review of documents for the proposed discharge of treated groundwater from the Valmont TCE site.

She then reported that results from testing of the concrete in the Nitrification and Denitrification tanks should be available 8 to 10 weeks after the sampling event; however, it will be a few months before a full report will be ready for presentation to the Board. Rachel then reported on the upgrade to the ODMS system that captures the laboratory and operational data to generate reports for submission to PADEP. She said a kickoff meeting is scheduled for January 29th with Authority staff to work out the details of the new program and expectations on how it will function. She also reported that preparations began for the required annual reports to be submitted prior to the March 31, 2025 deadline: Chapter 94 Report, CSO Status Report, and Industrial Pretreatment Report.

George & Grink moved to accept the Engineer's Report.
Passed: Aye-9, Nay-0, Absent-0

Solicitor’s Report – In addition to what was reported during the Work Session, Attorney Ustynski reported that he had nothing additional to report.

Formica & Grink moved to accept the Solicitor’s Report. Passed: Aye-9, Nay-0, Absent-0

BILLS AND CREDITS

Formica & George moved to approve payment of Gannett Fleming, Inc. invoices and requisitions from November 30, 2024 through December 27, 2024, totaling \$36,992.84 as listed in the following table:

| <u>Requisition#</u> | <u>Invoice #</u> | <u>Description</u> | <u>Amount</u> |
|---------------------|------------------|-------------------------------|---------------|
| Operating Fund | 051153.A*45992 | Annual Service Work | \$ 5,425.19 |
| Operating Fund | 051153.B*45993 | Attending Authority Meetings | \$ 1,114.85 |
| Operating Fund | 051153.D*45995 | Pretreatment Program | \$ 280.00 |
| Operating Fund | 051153.E*45994 | CSO Flow Model & LTCP Studies | \$ 22,319.14 |
| Operating Fund | 051153.43*45996 | Act 537 Plan | \$ 2,368.94 |
| Operating Fund | 051153.46*45999 | GIS Mapping Project | \$ 742.52 |
| Operating Fund | 051153.44*45998 | Locust St PENNVEST (Const) | \$ 951.45 |
| Operating Fund | 051153.49*45997 | Northpoint Campus Development | \$ 3,263.86 |
| Operating Fund | 051153.50*46000 | ODMS/PMBS Upgrade | \$ 526.89 |
| Total | | | \$ 36,992.84 |

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 payment of RJD Engineering, Inc. invoices from December 2024 totaling \$13,653.50 as listed in the following table:

| | <u>Invoice Date</u> | <u>Project Description</u> | <u>Amount</u> |
|----------------|---------------------|-------------------------------|---------------|
| Operating Fund | 12/31/2024 | Area 2/3 - Locust St CSO | \$ 10,406.00 |
| Operating Fund | 12/31/2024 | Collection System Engineering | \$ 3,247.50 |
| Total | | | \$ 13,653.50 |

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 & Grink moved to approve Change Orders #46 to #47 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 \$21,861.78, as presented and recommended by the engineer and listed in the table below:

**LOCUST STREET CSO SEPARATION FORCE MAIN PROJECT
CHANGE ORDER 46 to 47 SUMMARY**

| CHANGE ORDER | AMOUNT |
|--------------|-------------|
| 46 | \$13,735.21 |
| 47 | \$8,126.57 |

NET CONTRACT CHANGE \$21,861.78

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

Gallegher & Formica moved to approve Requisition No. C269, payable to Michael F. Ronca & Sons, Inc., totaling \$155,231.69, for Payment Estimate #14 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 #47 in the amount of \$152,317.24 for a total contract price of \$5,423,317.24. The total of payments made to date including this payment is \$4,510,235.23, which leaves a balance of \$913,082.01.

Roll Call: Eyerly-yes, Formica-yes, Gallagher-yes, George-yes, Grink-yes, Sharkey-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 (\$791,069.31); Construction in Progress (\$587,488.01); Debt Service Series 2018 Bond – BB&T (\$18,362.29); Debt Service PENNVEST Loan #27906 (\$11,152.44); Debt Service PENNVEST Loan #71468 (\$615.98); Debt Service PENNVEST Loan #77114 (\$377.12) from the month of December 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)

Sherrock & Gallagher moved to approve issued credits report totaling \$242.06 from the month of December 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 & Formica moved to approve the Actuarial Services Agreement dated January 2, 2025 with Foster & Foster Consulting Actuaries, Inc., to generate required reports in calendar years 2025 and 2026 as per the scope of work listed in Schedule A and the fee schedule listed in Schedule B of the agreement.

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 approve a one-year extension for connection to the sewage collection system, as allowed by the approved sewage connection permit documents, to Hazleton Creek Commerce Center Holdings, LLC, for Buildings #4 & #5 on the property located at State Route 309 & State Route 924 in the City of Hazleton. The permit and connection expiration date shall be extended from January 28, 2025 to January 28, 2026. All remaining Terms and Conditions of the Permit and Developer's Agreement 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)

George & Grink moved to approve the Kingdom Technology Services proposal dated January 21, 2025 to upgrade the existing Trojan UV 4000+ Ultraviolet Disinfection System with new controls, HMI/PLC,

lamps, ballasts, UVT meter, and ancillary equipment as outlined in Proposal 7905 R3, for a total cost of \$735,000.00 through the PA State COSTARS Contract #016-E24-364 (Supplier #559526) with approval of the payment terms as listed in the proposal.

On the Question: Board Member Zola asked if the Northpoint Development requesting reuse water to be supplied by the Authority for use as contact cooling water will be paying for any of these upgrades. Gregory Olander responded that the UV System was already slated for upgrade or replacement, but in order to meet a condition for providing Class C reuse water, a UVT meter must be used for continuous monitoring. He said the meter is about \$40,000 and the developer was told they will need to pay for that piece of instrumentation because it would not have been installed otherwise.

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

At the end of the Work Session, Board Member Eyerly asked for a status on the Valmont TCE site request by USEPA. Gregory responded that Nick Sahd and Laura Motel were preparing a draft discharge authorization that will be provided to the Board for their review and approval. He said it will be sent to the Board as soon as it is available.

Zola & Grink moved to adjourn.

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

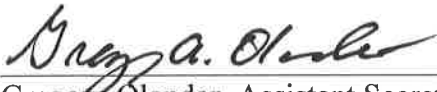
The regular meeting was adjourned at 6:51 PM

The next scheduled Work Session will be Wednesday, February 19, 2025 at 6:30 PM

The next scheduled Regular Monthly Meeting will be Monday, February 24, 2025 at 6:30 PM

Respectfully submitted,

Greater Hazleton Joint Sewer Authority



Gregory Olander, Assistant Secretary