

The December 22, 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.

December 17, 2025 Work Session Roll Call:

Eyerly – Present	Formica – Present	Gallagher – Present
George – Present <sup>1</sup>	Grink – Present	Sharkey – Present <sup>1</sup>
Sherrock – Present <sup>1</sup>	Sullivan – Present	Stefanovich – 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. – GFT Infrastructure, Inc.	Robert Dougherty, P.E. – RJD Engineering, Inc.
Gene Zynel – Plant Operations Manager	Shane Boyer – Asst. Plant Operations Manager

December 22, 2025 Regular Meeting Roll Call:

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

Also in Attendance during Regular Meeting:

Gregory Olander – Director of Administration	Andy Nowak – Field Operations Manager
Attorney Joseph D. Ustynoski – Solicitor	Christopher Carsia – Director of Operations

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

**PUBLIC COMMENT**

Public comment was received from Albert and Aimee Hrabovecky of 686 N. Broad St, West Hazleton. Mr. Hrabovecky gave a detailed explanation to the Board concerning his sewer lateral that was broken by a contractor installing storm sewer inlets for the Borough of West Hazleton. He said the contractor is sending him a bill for the repair work because the lateral was not marked within the work area. Andy Nowak responded that the Authority does not mark sewer laterals because it does not own laterals and in most cases does not know their location. Attorney Ustynoski stated that the Authority would contact West Hazleton Borough and request that they discuss this repair with the contractor since the lateral was broken during a West Hazleton Borough Project. Mr. Hrabovecky thanked the Board for their time and listening to their concerns.

**George & Formica** moved to approve the minutes of the November 3, 2025 Special Meeting.

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

**George & Sherrock** moved to approve the minutes of the November 19, 2025 Pension Meeting.

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

**Formica & Grink** moved to approve the minutes of the November 24, 2025 Regular Monthly Meeting.

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

**Hiring Committee Report**

During the Work Session, Board Member Grink reported on behalf of the Hiring Committee. He gave a report on applications received and interviews held for the Office Manager position. He then stated that

the Committee is recommending Ms. Bianca Martincek for the position. The Committee Members recommended a motion to hire be put on the agenda for the regular meeting.

**Formica & Sherrock** moved to accept the Hiring Committee Report as presented during the work session.

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

**Directors' Report -**

**MONTHLY FLOW REPORT**

	<u>November 2025</u>		<u>Year to Date</u>		
			<u>Total</u>		<u>Average</u>
<b>Total Flow</b>	<u>168,317,706</u>	<b>Gallons</b>	<u>2,613,737,803</u>	<b>Gallon</b>	<b>xxxxx</b>
<b>Total Flow Bypassed</b>	<u>113,146</u>	<b>Gallons</b>	<u>119,049,855</u>	<b>Gallon</b>	<b>xxxxx</b>
<b>Days Flow Bypassed</b>	<u>1</u>	<b>Days</b>	<u>54</u>	<b>Days</b>	<b>xxxxx</b>
<b>Total Flow Treated</b>	<u>168,204,560</u>	<b>Gallons</b>	<u>2,494,687,948</u>	<b>Gallon</b>	<b>xxxxx</b>
<b>Average Minimum</b>	<u>3.5</u>	<b>MGD</b>	<b>xxxxx</b>	<b>xxxxx</b>	<u>5.3</u> <b>MGD</b>
<b>Average Maximum</b>	<u>8.5</u>	<b>MGD</b>	<b>xxxxx</b>	<b>xxxxx</b>	<u>12.9</u> <b>MGD</b>
<b>Average Daily Flow</b>	<u>5.6</u>	<b>MGD</b>	<b>xxxxx</b>	<b>xxxxx</b>	<u>7.5</u> <b>MGD</b>

During the Work Session, the Director of Administration, Gregory Olander, reviewed the wastewater flows for November 2025 as presented in the monthly flow report. He said the flow to the treatment plant was recorded at approximately 168.3 million gallons with 168.2 million gallons being treated. He also stated that the average daily flow to the treatment plant for the month was 5.6 MGD, which continued the trend of low flow due to the lack of precipitation again for the month. He said the year-to-date average daily flow decreased from 7.7 MGD to 7.5 MGD. He then noted that the Discharge Monitoring Reports (DMR) were submitted to PADEP for November with no violations noted.

Gregory then reported that the revenues for November 2025 were \$978,568.69 and the billing for hauled waste received in November totaled \$156,984.02. He stated that the customer collection rate for the month of November remained very low at 89.04%. He said the collections seem slower than normal for this time in the fiscal year, but they will increase during the delinquent collection season. He then reported that the programming of a new data collection and reporting program to replace the older treatment plant ODMS Program is complete and any discrepancies encountered while comparing the two systems will be sent to GFT, Inc for correction. He also reported that the financial audit fieldwork has been completed and the Auditors will be presenting the financial statements at the January Work Session.

Gregory reported that the delivery of a second HPU for cake pump is expected for delivery by the end of the year. He said the maintenance department continues troubleshooting VFD faults at the remote pump stations along with the monitoring and controls vendor CoStream. He said it appears rewiring and programming changes have corrected the issue at the Diamond Avenue and Locust Street Pump Stations. He said they are currently working on corrections at the Cranberry Pump Station. He reported that final approval was received by the manufacturer retrofitting the UV Disinfection system for use of new lower wattage lamps. He said the installation is being scheduled so the equipment is in operation by the end of April 2026.

Gregory then reported on the Locust Street CSO Separation Project. He said the CSO closure report is nearly completed and once the final information is received from Bob Dougherty, it will be ready for

submission to PADEP. Gregory also reported on incinerator air quality items and reported that Gammie Air Monitoring, Inc. conducted a full Stack Test the first week of December 2025 and operations staff reported that the incinerator operated well during the test period. Gregory then reported that the annual Title V Operating Fee in the amount of \$10,000 for calendar year 2026 was sent to PADEP as required. He then gave a brief summary of voluntary PFAS testing that was requested of the PA Sewage Sludge Incinerator plants by PADEP as a study to determine if the forever chemicals are destroyed in the incineration process. He asked if the Board would consider participating in a study by sampling PFAS in the air emissions of the incinerator. After some discussion, the Board decided not to participate in voluntary testing for the study. He said Gene Zynel and Shane Boyer would give a presentation on the 2025 annual incinerator maintenance shutdown at the end of his report.

Gregory also reported that sampling for the NPDES Permit continues at the lower detection limits. He said the Local Limits Reevaluation was accepted by USEPA. He said many of the limits are less stringent so it is considered a substantial modification, which requires a 30-day public comment period and adoption by the Authority by resolution within 4 months of acceptance.

During the Work Session, Christopher Carsia reported on the bids for hauling sludge, fly-ash, and grit material that were opened at the November Board meeting. He said Authority management and the solicitor reviewed the bids and they are recommending the contract be awarded to the lowest bidder, Waste Reduction and Recycling at the bid prices provided. He said the contract award will be on the agenda for the Board's consideration.

During the Work Session, Andy Nowak reported that he received the worker's compensation quote from the current carrier for 2026 and the price decreased by about \$14,000 from last year using the same payroll estimates. He said approval of the worker's compensation insurance policy in the amount of \$77,325.00 for the upcoming year is on the agenda for the Board's consideration. He then reported on a quote through the COSTARS Program for a 2026 Mack Tri-Axle Dump Truck. He said approval of the purchase of the truck from Allentown Mack Sales & Service is on the agenda for the price of \$206,255.00 including trade in value for the 2011 Mack the Authority currently owns. He then reported that the Hazleton Police Department requested to mount a public security camera inside the gate at the Authority's Diamond Ave Pump Station to protect it from vandalism. He said if there are no objections authorization will be included with approval of the Directors' Report. Andy then reported on the planning for a proposed new elementary school behind the Hazleton Area High School. He said this development is exempt from planning because it is a school; however, consistent with past practice, a tapping fee will be charged for one unit since it is a new connection to the sanitary sewer system. Andy also reported that a request for a will serve letter was received for new construction that would replace the property located at 328 W. Broad St in the City of Hazleton. He said they are planning a 40-unit apartment building at this location and there may be some flow records from fifteen years ago to offset the EDUs that need to be allocated for the development. He then reported that the Authority currently has 139 EDUs available for allocation, but another request was received for the Phase 1 of Troy Ridge Associates development, which is for three buildings containing a total of 108 apartment units and a clubhouse. Board Member Eyerly asked how we get more EDUs to accommodate the additional development requests. Gregory Olander responded that the Authority would need to continue undertaking projects to reduce inflow and infiltration like the Locust St CSO Separation Project where new sanitary sewer lines were installed in the south side of Hazleton City to replace the older combined sewer lines. Board Member Eyerly asked how much of a reduction was realized from that project. Gregory responded that post-construction flow monitoring needs to be done to determine the flow reduction. He then noted that the next project is the Area 10 (Phase 2) Project, which is in design and nearly ready to be bid. Rachel Govelovich stated that

30-year flow projections were requested of the contributing municipalities for the Act 537 Plan effort to determine if and where additional treatment and conveyance capacity is warranted.

During the Work Session, 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 September 29, 2025 and restart on October 29, 2025. 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 and for informing the Board of upcoming major repairs.

**Gallagher & 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-8, Nay-0, Absent-1

**Engineer's Report** – During the Work Session, Robert Dougherty referred to a written engineer's report that was distributed to the Board. He said the change order revisions for the Locust St CSO Separation Project continue to be worked on for submission to PADEP and PENNVEST. Bob then reported that the design documents for the Area 10 (Phase 2) Project to remove cross-connections are nearly completed and have been provided to the Authority for review. He said the plans should be finalized and ready for advertisement in January with a possible Bid opening at the February 2026 meeting. Bob also noted that investigation for roof drains connected to the sanitary sewer in a small section of North Board Street is underway. Bob then informed the Board that he finalized an agreement with Barry Isett & Associates to acquire his firm RJD Engineering, Inc. He said that he has agreed to stay on with them as an engineer for at least the next two (2) years. He said that he is looking forward to doing just engineering and working with the Authority on projects as they arise.

Rachel Govelovich referred to a written Engineer's Report that was distributed to the Board. Due to the lateness of the meeting, Rachel stated that her report is as presented in the written report. She said that if there are any questions on the contents of the report, she will be available to answer before the regular meeting.

**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 for litigation.

**George & Gallagher** moved to enter executive session to discuss a legal issue for litigation.

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

After the Board moved out of executive session, **George & Gallagher** moved to accept the Solicitor's Report.

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

## **BILLS AND CREDITS**

**Formica & Stefanovich** moved to approve payment of Gannett Fleming, Inc. invoices and requisitions through November 21, 2025, totaling \$48,156.85 as listed in the following table:

<u>Requisition#</u>	<u>Invoice #</u>	<u>Description</u>	<u>Amount</u>
AG051153.00A	900001	Annual Service Work	\$ 2,148.12
AG051153.00B	900002	Attending Authority Meetings	\$ 1,461.90
AG051153.00D	900003	Industrial Pretreatment Program	\$ 210.00
AG051153.00E	900005	CSO Flow Modeling Study	\$ 5,020.61
AG051153.00T	900004	NPDES Permit Renewal	\$ 2,310.00
AG051153.042	900006	Annual Air Compliance 2025-2026	\$ 333.98
AG051153.043	900007	Act 537 Plan	\$ 972.19
AG051153.046	900008	GIS Mapping Project	\$ 1,910.52
AG051153.047	900009	PENNVEST-Locust St CSO Project	\$ 1,395.01
AG051153.049	900010	Development - NorthPoint	\$ 5,206.35
AG051153.051	900011	Nite/Denite Structural Eval/Emergency	\$ 447.59
AG051153.053	900012	WWTP Process Evaluation	\$ 26,740.58
Total			\$ 48,156.85

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

**Formica & Grink** moved to approve payment of RJD Engineering, Inc. invoices from November 2025 totaling \$6,831.50 as listed in the following table:

	<u>Invoice Date</u>	<u>Project Description</u>	<u>Amount</u>
Operating Fund	11/30/2025	Area 10 (Phase 2)	\$ 5,992.00
Operating Fund	11/30/2025	Collection System Engineering	\$ 839.50
Total			\$ 6,831.50

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

**George & Gallagher** moved to authorize payment from the Operating Fund for Operating and Administrative Expenses (\$799,931.65); Construction in Progress (\$15,105.73); Equipment (\$38,957.53); Debt Service Series 2020 Bond (\$335,875.00); Debt Service Series 2021 Bond (\$501,950.00); Debt Service Series 2018 Bond – BB&T (\$18,362.29); Debt Service PENNVEST Loan #27906 (\$11,152.44); Debt Service PENNVEST Loan #71468 (\$18,211.82); Debt Service PENNVEST Loan #77114 (\$2,426.39) from the month of November 2025.

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

**Formica & Grink** moved to approve issued credits report totaling \$12,943.04 from the month of November 2025.

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

**OLD BUSINESS**

**Grink & Stefanovich** moved to approve the sludge hauling and disposal service contract with Waste Reduction & Recycling as outlined in the Request for Proposal for the period beginning January 1, 2026 and ending December 31, 2026 with pricing as follows:

	Commonwealth Environmental Systems Landfill		Keystone Sanitary Landfill, Inc.		Alliance Sanitary Landfill, Inc.	
Calendar Year	M-F	SAT	M-F	SAT	M-F	SAT
2026	\$475.00	\$829.00	\$525.00	\$874.00	\$525.00	\$912.00

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

**NEW BUSINESS**

**Formica & Gallagher** moved to approve the Clear Spring Property and Casualty Group Worker’s Compensation Insurance Proposal for calendar year 2026 through Assured Partners (Worker’s Compensation Insurance underwriter) for a premium of \$77,325.00 using projected payroll amounts of \$3,025,000 for Waterworks Classification and \$193,000 for Clerical Classification.

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

**George & Formica** moved to approve the purchase of one (1) Sullivan Palatek Model SP13-60VFD 60hp Air Cooled Rotary Screw Air Compressor Package from Cleveland Brothers Equipment Co., Inc. through COSTARS Contract 008-E22-931 for the price of \$43,954.00 as outlined in the quotation dated December 10, 2025 for use in the incineration systems.

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

**Grink & George** moved to hire Bianca Martincek for the position of Office Manager (position previously approved by the Board February 27, 2023), conditioned upon her passing a physical examination and drug screening, at a salary of \$40.86 per hour plus all management benefits as previously approved by the Board.

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

**Formica & Gallagher** 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 shall be extended from December 21, 2025 to December 21, 2026. All remaining Terms and Conditions of the Permit and Developer’s Agreement shall remain in effect.

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

**Gallagher & George** moved to approve the purchase of One (1) 2026 Mack Granite 84FR Triaxle Dump Truck from Allentown Mack Sales & Service, Inc., d/b/a TransEdge Truck Centers, through PA Co-Stars Contract #020-E22-405, for the total purchase price of \$206,255.00 (including the trade-in value for the 2011 Mack CXU Triaxle Dump Truck) as outlined in the proposal dated December 17, 2025, for use in the Collection System Division.

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

**Gallagher & George** moved to adjourn.

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

The regular meeting was adjourned at 6:47 PM

The next scheduled Work Session will be Wednesday, January 21, 2026 at 6:30 PM

The next scheduled Regular Monthly Meeting will be Monday, January 26, 2026 at 6:30 PM

Respectfully submitted,

**Greater Hazleton Joint Sewer Authority**

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Gregory Olander, Assistant Secretary