

**MINUTES**  
**UNIVERSITY AREA JOINT AUTHORITY**  
**1576 SPRING VALLEY ROAD**  
**STATE COLLEGE, PA 16801**

**Regular Meeting – May 19, 2021**

**1. Call to Order**

Mr. Lapinski, Chair, called the meeting to order at 4:00 p.m., Wednesday, May 19, 2021. The meeting was held in the Board Room in the office of the Authority with the following in attendance in person: Messrs. Auman, Guss, Kunkle, Miller; Cory Miller, Executive Director; Jason Brown, Assistant Executive Director; Mark Harter, Collection System Superintendent; Art Brant, Plant Superintendent; Michele Aukerman, Rettew; Jason Wert, Rettew; David Gaines, Solicitor; C-NET; Ben Burns, HRG Consulting Engineer; Jeff Garrigan, HRG Consulting Engineer; and Jennifer Grove, Administrative Assistant. Those in attendance via Zoom were: Messrs. Daubert, Dempsey, Derr, Nucciarone; Kevin Mullen; Spenser McGrath, Maher Duessel; Brian McCall, Maher Duessel; and Corey Rilk, COG Planning.

**2. Reading of the Minutes**

UAJA Regular Meeting – April 21, 2021

**UAJA Meeting  
Minutes Approved**

A motion was made by Mr. Miller, second by Mr. Guss, to approve the minutes of the UAJA meeting held on April 21, 2021. The motion passed unanimously.

**3. Public Comment**

**3.1 Other items not on the agenda**

Mr. Mullen spoke to the board about being overbilled for a second EDU over the past five or six years.

**4. Old Business**

**4.1 2020 Audit**

Included in your packet are the following:

Draft Financial Statements

Draft Communication to Those Charged with Governance letter

Draft Management letter

The Board Treasurer Dan Guss, Assistant Treasurer Matt Auman, Board Member Mark Kunkle, Cory Miller and Jason Brown met with Maher Duessel (via Zoom) on May 17<sup>th</sup> to review and comment on the 2020 Draft Audit. Brian McCall, a partner in Maher Duessel, will attend the meeting to review the 2020 Audit with the Board.

**Recommendation: Approve the 2020 Audit**

**2020 Audit  
Accepted**

A motion was made by Mr. Guss, seconded by Mr. Kunkle to accept the 2020 Audit as presented. The motion passed unanimously.

**\*The meeting agenda for Reports of Officers and New Business were switched at the chairman’s discretion. When discussing New Business, Residential Solar Presentation and Requisitions were also switched at the chairman’s discretion.**

**5. Reports of Officers**

**5.1 SCBWA Liaison**

None.

**5.2 Financial Report**

The different cost centers of the YTD budget report for the period ending April 30, 2021 were reviewed with the Board by Jason Brown.

**5.3 Chairman’s Report**

None.

**5.4 Plant Superintendent’s Report**

**Compost & Septage Operations Report**

The following comments are as presented to the Board in the written report prepared by Art Brant, Plant Superintendent.

**COMPOST PRODUCTION AND DISTRIBUTION**

	<u>Nov. 2020</u>	<u>Dec. 2020</u>	<u>Jan. 2021</u>	<u>Feb. 2021</u>	<u>Mar. 2021</u>	<u>Apr. 2021</u>
<b>Production</b>	797 cu/yds.	848 cu/yds.	716 cu/yds.	673 cu/yds.	897 cu/yds.	848 cu/yds.
<b>YTD. Production</b>	11,231cu/yds	12,079 cu/yds.	716 cu/yds.	1,389 cu/yds.	2,286cu/yds.	3,134 cu/yds.
<b>Distribution</b>	952cu/yds.	0 cu/yds.	120cu/yds.	11 cu/yds.	978 cu/yds.	963cu/yds.
<b>YTD. Distribution</b>	12,512cu/yds	12,512 cu/yds.	120 cu/yds.	131 cu/yds.	1,109 cu/yds.	2,072cu/yds.
<b>Immediate Sale</b>	892cu/yds.	1,684 cu/yds.	2,412 cu/yds.	3,117 cu/yds.	2,812 cu/yds.	2,746 cu/yds.
<b>Currently in Storage</b>	1,689 cu/yds.	2,532 cu/yds.	3,128 cu/yds.	3,790 cu/yds.	3,709 cu/yds.	3,594 cu/yds.

**SEPTAGE OPERATIONS**

	<u>Nov. 2020</u>	<u>Dec. 2020</u>	<u>Jan. 2021</u>	<u>Feb. 2021</u>	<u>Mar. 2021</u>	<u>Apr. 2021</u>
<b>Res./Comm.</b>	68,500 gals.	78,350 gals.	55,000 gals.	57,530 gals.	71,300 gals.	74,400 gals.
<b>CH/Potter</b>	3,794.70 lbs/solids	5,041.53 lbs/solids	5,421.00 lbs/solids	3,923.97 lbs/solids	2,777.22 lbs/solids	0.00 lbs/solids
<b>Port Matilda</b>	1,367.76 lbs/solids	1,601.28 lbs/solids	834.00 lbs/solids	1,434.48 lbs/solids	1,684.68 lbs/solids	500.40 lbs/solids
<b>Huston Twp.</b>	1000.80 lbs/solids	733.92 lbs/solids	717.24 lbs/solids	617.16 lbs/solids	533.76 lbs/solids	600.48 lbs/solids

<b>Total Flow</b>	123,000 gals.	133,250 gals.	116,000 gals.	114,030gals.	113,800 gals.	88,400 gals.
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**Plant Operation**

The treatment plant is operating well with one exception. The 12-month rolling average flow for April was 3.22mgd with the average for the month being 4.21mgd. The average monthly **influent** flow was 5.34mgd.

Treatment units online are as follows: primary clarifiers #1, #5 and #6; aeration basins #1 and #3; secondary; clarifiers’#1, #2, and#3; all eight tertiary filters are online.

Below is the chart for Reuse Distribution and Temperature Data:

	Apr-21	YTD	Plant Effl. Temp	Wetland Effl. Temp.
<b>Best Western</b>	<b>32,000</b>	<b>78,000</b>		
<b>Centre Hills</b>	<b>1,190,000</b>	<b>1,190,000</b>	<b>Apr-21</b>	<b>Apr-21</b>
<b>Cintas</b>	<b>517,000</b>	<b>1,861,000</b>	<b>59.3</b>	<b>57.4</b>
<b>Red Line</b>	<b>586,000</b>	<b>2,203,000</b>		
<b>UAJA Wetland</b>	<b>6,244,000</b>	<b>14,162,000</b>		
<b>GDK Vault</b>	<b>17,233,000</b>	<b>78,526,000</b>		
<b>Kissingers</b>	<b>2,289,000</b>	<b>7,964,000</b>		
<b>Stewarts/M.C.</b>	<b>0</b>	<b>10,000</b>		
<b>TOTAL</b>	<b>24,696,000</b>	<b>105,994,000</b>		

**Plant Maintenance**

- Replace vacuum pump for Headworks grit removal system.
- Replaced one of the VFD’s for the IPS.
- Replaced one of the VFD’s for plant drain Station.
- Repaired long auger on the screening unit at Headworks.
- Replaced a hydraulic hose on agitator #1 and conveyor chains on agitator #2.
- Installed clean-outs for the 8 inch drain line from Dewatering and Septage.
- Fabricated a new spool for MF #1.
- Serviced both HSP in AWT.
- CIP’ed RO #1.
- Installed a PRV at AWT to lower pressure inside building.

**5.5 Collection System Superintendent’s Report**

The following comments are as presented to the Board in the written report prepared by Mark Harter, Collection System Superintendent.

**Mainline Maintenance:**

Shiloh Pump Station Project – 700 ft of force main was completed and tied into the discharge manhole.  
 Completed restoration on the Greenbriar project.  
 Completed restoration on the Harris Reuse project.  
 Main Line Televising – 4,834.7 ft televised - 34 manholes inspected.  
 Equipment maintenance.

**Lift Station Maintenance:**

Cleaned check valves on all pumps at Big Hollow station.  
 Cleaned (11) lift station wet wells.

Routine Maintenance.

**Next Month Projects:**

- Continue the Shiloh Rd. pump station upgrade project.
- Continue conduit project at Shiloh station.
- Install new lateral on Henzey street.
- Repair mainline on Dale street.
- Cleaning wet wells.
- Televised paving projects.

**Inspection:** Final As-Builts Approved: Patton Crossing Phase 1

Mainline Construction:

- a. Harner Farms – Construction is approximately (95%) complete.
- b. Grays Pointe phase 6 sec D.1 - Construction is approximately (20%) complete.

New Connections:

a. Single-Family Residential	10	c. Commercial	1
b. Multi-Family Residential	0	d. Non-Residential	0
<b>TOTAL</b>			<b>11</b>

PA One-Calls Responded to 04/1-30/21: 454

**5.6 Engineer's Report**

The following comments are as presented to the Board in the written report prepared by the Consulting Engineer.

**Consulting Engineer Services (R001178.0693)**

- Assisted with the completion of capacity tables for Component 3 Planning Modules being prepared by developers.

**Odor Control System Upgrades (R001178.0597)**

- Contract No. 17-03: General Construction (Global Heavy Corporation) – Complaint against the UAJA and HRG.
- The Air Quality Plan Approval must be transitioned to an Operating Permit, which will require the identification and characterization of emissions from all sources at the facility.
- Providing any support necessary for the evaluation of the irrigation pump leaking issue.

**Greenbriar Sanitary Sewer (R001178.0631)**

- GeoDecisions provided a link to updated data. The record drawings will be finalized.

**Shiloh Road Pump Station Upgrades (R001178.0632)**

- HRG is available to assist with construction phase services.

**Extension of Beneficial Reuse Water to Harris Township (R001178.0637)**

- Contract 2020-02 (Ligonier) has completed the conventional bore crossing of SR 0322 near the Centre Hills Booster Station. A value of \$3,000.00 is being retained as a punch list item until restoration can be confirmed.
- The hydraulic model was updated, and field testing was conducted on April 15<sup>th</sup>. HRG provided a memo on the model results for the system pressures under initial service to Mountain View and

under future service to Tussey at full pump capacity.

**Scott Road Pump Station and Bristol Interceptor – Act 537 Plan Special Study (R001178.0661)**

- Final design and contact documents are being prepared.
- The PennDOT HOP for crossing Whitehall Road has been issued.
- Required signatures and fees for the Ferguson Township permits (Zoning, Lighting, Road Occupancy) were acquired and these permits were submitted for review and approval.
- Required signatures and fees for the NPDES permit and E&S approval were acquired and these permits were submitted for review and approval.
- Proposed easement exhibits have been prepared. These will be provided to the Authority's solicitor to begin discussions with the identified property owners.

**Meeks Lane Pump Station – Act 537 Plan Special Study (R001178.0663)**

- The Special Study was updated and re-submitted to the Authority staff for review.

**Beneficial Reuse Service Area Designation – Act 537 Plan Special Study (R001178.0666)**

- Completion of the Special Study has been paused while a Risk Assessment is conducted.

**Fiber Optic Conduit – (R001178.0687)**

- Drawings were prepared for the Shiloh Road alignment to Premier Drive. The drawings were sent to Columbia Gas for review since a portion of the alignment is within their right-of-way.
- The College Township roadway occupancy permit for the crossing of Trout Road (Shiloh Road alignment) was issued.
- HRG and UAJA staff are working with Columbia Gas to determine if the conduit can occupy the same right-of-way as the gas utility. Columbia Gas responded that it will not permit UAJA to install the fiber optic conduit inside its right-of-way between Trout Road and Hartman Farm Lane.
- HRG coordinated with Columbia Gas to revise the Shiloh Road alignment drawings. Columbia Gas subsequently provided a letter of no objection for review and execution by the Authority.
- Drawings are being prepared for the second fiber optic conduit alignment (Trout Road to Hartman Farm Lane to Short Lane, near SR0026).

**Entry Road Storm Water Improvements – (R001178.0681)**

- The entry road design was reviewed with UAJA staff and updated based on specific comments.
- Permit applications have been prepared and submitted.
- A preliminary right-of-way exhibit was provided to the Authority's solicitor to begin discussions with the property owner.
- Relocation of the utility poles is being coordinated with First Energy, which will require evidence of a right-of-way or an acknowledgement signature from the property owner.

**Whitehall Road Low Pressure Sanitary Sewer – (R001178.0692)**

- Field survey data was collected and a base map was prepared.
- HRG reviewed the alignment in the field with UAJA representatives.
- Due to the number of units and sequencing of connections, the system is proposed as two zones, consisting of 1.5 inch and 2 inch diameter low pressure sewer.
- Preliminary drawings have been prepared and will be used as the basis to prepare a Component 3M Sewage Facilities Planning Module.

**Princeton Drive Sanitary Sewer Replacement – (R001178.0699)**

- Sanitary sewer profiles were generated using field data and proposed drawings provided by Ferguson Township's consultant. The proposed stream restoration improvements will remove any available cover on the existing sanitary line. As discussed, the sanitary line will need to be replaced at a lower slope in order to gain appropriate cover.

- Replacement of the sewer will require separate permitting, involving a GP-5 or GP-11.
- An engineering services agreement will be prepared.

**Developer Plan Reviews**

- The Contractor’s (GOH/Hawbaker Eng) as-built drawings for sanitary system associated with the PennDOT work in North Atherton St. were reviewed and returned for corrections; April 8, 2021 (1178.0686).

**5.7 Construction Report**

**ENR/AWT Upgrade Project (094612009)**

- We continue to work with the Contractor (HRI, Inc.) to resolve the remaining defective work. The Authority is currently retaining \$83,500.94 for these items.

**Sludge Storage Tank Mixer (094612034)**

- Definitive Certificate of Substantial Completion has been issued via separate cover for 4-M Construction Services LLC (2020-01). Definitive Certificate of Substantial Completion has been issued for Stelco, Inc. (2020-05).

<b>Payment Requests to Date</b>						
Contract Number	Application for Payment #	Current Payment Due	Contract Price to Date incld/CO	Total Work to Date	% Monetarily Complete	Balance of Contract Amount
2020-01			\$69,600.00	\$69,600.00	100.00%	\$0.00
2020-05	4-Final	\$5,230.93	\$29,380.14	\$29,380.14	100.00%	\$0.00
		\$5,230.93	\$98,980.14	\$98,980.14	100.00%	\$0.00

- Stelco, Inc. (2020-05) has submitted Application for Payment No. 4-Final and we are recommending final payment in the amount of \$5,230.93.

**Aeration Line Improvements (094612035)**

- Both contractors, GM McCrossin (2020-08) and HRI (2020-09), are providing submittals for review and have begun site work this month.

<b>Payment Requests to Date</b>						
Contract Number	Application for Payment #	Current Payment Due	Contract Price to Date incld/CO	Total Work to Date	% Monetarily Complete	Balance of Contract Amount
2020-08			\$511,096.00		0.00%	\$511,096.00
2020-09	2	\$10,350.00	\$103,505.00	\$15,505.00	14.98%	\$89,550.50
		\$0.00	\$614,601.00	\$15,505.00	2.52%	\$599,096.00

- HRI, Inc. (2020-09) has submitted Application for Payment No. 2 and we are recommending payment in the amount of \$10,350.00.

**Solar System – Phase II – Demolition and Site Prep (094612040)**

- Fencing installation is now completed. Contractor to begin restoration efforts.
- A substantial completion inspection was held on May 7<sup>th</sup>. A tentative certificate of substantial completion was issued via separate cover.
- Stone Valley Construction (2020-10) has submitted Application for Payment No. 4 and we are

recommending payment in the amount of \$67,433.40.

**Solar System- Phase II Project**

- The Solar Array has been completed with minor punchlist items remaining. The Project Owner has requested Permission to Operate from First Energy/West Penn Power and it is anticipated to be operational within the next several weeks.

Payment Requests to Date						
Contract Number	Application for Payment #	Current Payment Due	Contract Price to Date incld/CO	Total Work to Date	% Monetarily Complete	Balance of Contract Amount
2020-10	4	\$67,433.40	\$265,908.00	\$265,908.00	100.00%	\$26,590.80
		\$67,433.40	\$265,908.00	\$265,908.00	100.00%	\$26,590.80

**WWTP NPDES Permit – Phosphorus Study (094612027)**

- Installation of the stream monitoring instruments will begin over the next month, with continuous monitoring of Spring Creek for part of the year to determine the level of any impairment during the growing period, prior to undertaking an intensive study during the critical high-temp, low-flow period.

**Ozone Disinfection for Effluent (094612023)**

- The application for a Water Quality Management Part II Permit has been submitted to the Pennsylvania Department of Environmental Protection for the use of ozone as the disinfectant of the plant effluent. We are in the process of completing final design for the addition of the ozone system.
- The Act 537 Plan Special Study has been prepared and distributed to the County and Regional Planning Agencies and Commissions. The Study is also undergoing a 30-day public comment period. Adoption is slated for Summer.
- RETTEW has begun final design activities and is targeting a July 2021 request for bids for the project.

**Anaerobic Digestion Project (094612026)**

- RETTEW is has completed the preliminary design of the proposed Biosolids Improvement project and has submitted the Water Quality Management Permit to the PA DEP.
- A separate Act 537 Plan Special Study has been prepared and distributed to the County and Regional Planning Agencies and Commissions.
- We have commenced final design activities, beginning with a comprehensive survey and geotechnical analysis of the project area.
- Negotiations have begun with several potential biosolids contributors, along with the Gas Utility for offtake of the Renewable Natural Gas.

**High Voltage Switchgear and Cable Replacement (094612045)**

- The contractor, Thoroughbred Construction Group, has begun site work, starting with the new ductbanks.

Payment Requests to Date						
Contract Number	Application for Payment #	Current Payment Due	Contract Price to Date incld/CO	Total Work to Date	% Monetarily Complete	Balance of Contract Amount
2020-11			\$1,043,639.00		0.00%	\$1,043,639.00
		\$0.00	\$1,043,639.00	\$0.00	0.00%	\$1,043,639.00

### **Water Quality Instrumentation (094612033)**

- We have assisted the Authority with the procurement, installation, and integration of several new instruments to monitor water quality throughout the Advance Water Treatment process. We anticipate these instruments will be online and continuously analyzing turbidity, pH, and conductivity at key points in the treatment process by the end of this month.

### **Modifications to GD Kissinger Meadow Stream Augmentation**

- The Authority’s pending NPDES permit for the discharge of beneficial reuse water to Slab Cabin Run requires a series of modifications in control and monitoring. The changes will require modulation of the flows to the stream via SCADA, to avoid abrupt changes in stream flow. Additionally, we anticipate essentially a non-detect chlorine limit which will require de-chlorination prior to stream discharge. We are working with staff to design, permit, and implement these modifications.

## **5.8 Executive Director’s Report**

None.

## **6 New Business**

### **6.1 Requisitions**

BRIF #547	Groff Tractor Harris Reuse Project	\$528.00
BRIF #548	Wheatfield Nursery Harris Reuse Project	\$894.83
BRIF #549	Irvin Farms, LLC Harris Reuse Project	\$1,176.00
BRIF #550	Best Line Equipment Harris Reuse Project	\$2,895.00
BRIF #551	Siteone Landscape Supply Harris Reuse Project	\$2,187.13
BRIF #552	Mayer Electric Supply Shiloh Pump Station Upgrade	\$1,522.64
BRIF #553	Schaedler Yesco Shiloh Pump Station Upgrade	\$3,827.07
BRIF #554	YBC Shiloh Pump Station Upgrade	\$3,112.83
BRIF #555	Cooper Electric Shiloh Pump Station Upgrade	\$309.43
BRIF #556	Siteone Landscape Supply Greenbriar Project	\$2,480.27



BRIF #557	Ducken Tree Farm, LLC Greenbriar Project	\$5,284.00
BRIF #558	Stelco, Inc. Sludge Tank Project- Pay App. #4	\$5,230.93
BRIF #559	Stone Valley Construction Solar Phase II- Pay App. #4	\$67,433.40
<b>TOTAL BRIF</b>		<b>\$96,881.53</b>

**BRIF  
Approved**

A motion was made by Mr. Guss, seconded by Mr. Daubert to approve BRIF #547, #548, #549, #550, #551, #552, #553, #554, #555, #556, #557, #558 and #559 in the amount of \$96,881.53. The motion passed unanimously.

Construction Fund #004	HRI Aeration Line- Pay App. #2	\$10,350.00
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**TOTAL 2020 A CONSTRUCTION FUND \$10,350.00**

**Construction Fund  
Approved**

A motion was made by Mr. Nucciarone, seconded by Mr. Auman to approve Construction Fund #004 in the amount of \$10,350.00. The motion passed unanimously.

Revenue Fund #177	Debt Service, Operation and Maintenance Expenses	\$1,000,000
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**TOTAL REVENUE FUND \$1,000,000**

**Revenue Fund  
Approved**

A motion was made by Mr. Nucciarone, seconded by Mr. Dempsey to approve Revenue Fund #177 in the amount of \$1,000,000.00. The motion passed unanimously.

## 6.2 Residential Solar Presentation

At the April Meeting it was suggested that a work session be held for the Residential Solar Project. Due to unforeseen circumstances, it was not possible to schedule the meeting. Recognizing there is still a lot of material to digest, and likely a lot of questions, a presentation has been prepared to go through the pilot project.

The presentation will cover the legal review, risk, financing, and a projected schedule. A work session can be scheduled for the week of May 24, or, if the Board wishes, the May meeting can be adjourned until that date so action can be considered.

As of the writing of this report, 212 property owners have expressed interest in the program, so there is no question that there is sufficient demand to fill the size of the pilot program.

**Recommendation:** At the end of the May meeting, adjourn the meeting to a date and time in the week of May 24 to allow for action. An alternative is to schedule a work session in the week of May 24 and wait for the regular June 16 meeting for action.

**7 Other Business**

Mr. Gaines asked for further clarification on the segregation of duties section of the audit report, page 80 to 83 of the May packet, as he did not realize that the same individual handles many different matters. Mr. Cory Miller said there are controls built in, but they are back-end controls not front-end controls. Anything that needs to have someone else doing the second half of the transaction is done by a different individual, usually consisting of Cory or Jason.

**8 Adjournment**

The meeting was adjourned at 5:10 p.m. via motion by Mr. Nucciarone and second by Mr. Guss.

Respectfully submitted,

UNIVERSITY AREA JOINT AUTHORITY

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Secretary/Assistant Secretary