

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

Regular Meeting – January 19, 2022

1. Call to Order

Mr. Miller, Executive Director, called the regular meeting to order at 4:01 p.m., Wednesday, January 19, 2022. The meeting was held in the Board Room in the office of the Authority with the following in attendance in person: Messrs. Auman, Dempsey, Ebaugh, Guss, Kunkle, Lapinski and Strickland; Cory Miller, Executive Director; Jason Brown, Assistant Executive Director; Mark Harter, Collection System Superintendent; Art Brant, Plant Superintendent; Jennifer Grove, Administrative Assistant; David Gaines, Solicitor; Jason Wert, Rettew; Michele Aukerman, Rettew; C-NET; Ben Burns, HRG Consulting Engineer; and Jeff Garrigan, HRG Consulting Engineer. The following were in attendance via Zoom: Messr. Daubert, Derr and Nucciarone; Karli Keisling, PFM; Scott Shearer, PFM; Corey Rilk, Centre Region Planning; Sam Robbins, State College Borough; and Tom Smida, Mette Evans & Woodside.

2. Election of Officers and Appointment of Advisors

Chairman Approved	A motion was made by Mr. Dempsey, second by Mr. Auman, to elect Mr. Lapinski as Chairman. The motion passed unanimously.
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Mr. Miller turned the meeting over to Mr. Lapinski for the remaining election of officers.

Vice-Chair, Secretary, Assistant Secretary, Treasurer and Assistant Treasurer Approved	A motion was made by Mr. Kunkle, second by Mr. Ebaugh, to approve all existing officers positions as held the prior year to the 2022 board, which are as follows: Mr. Dempsey as Vice-Chair; Mr. Ebaugh as Secretary; Mr. Auman as Assistant Secretary; Mr. Guss as Treasurer; and Mr. Derr as Assistant Treasurer. The motion passed unanimously.
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UAJA Staff and Advisors Approved	A motion was made by Mr. Dempsey, second by Mr. Ebaugh, to approve all staff and advisors as listed in the agenda, which are as follows: Mr. Cory Miller as Executive Director; Miller, Kistler, Campbell, Miller & Williams, Inc. as Solicitor; Herbert, Rowland & Grubic, Inc. as Consulting Engineer; Maher Duessel as Auditor; Mette, Evans & Woodside as Bond Counsel; US Bank as Trustee; First National Bank as Depository General Fund; First National Bank as Depository Payroll; and Pennsylvania Local Government Investment Trust as Depository Investment Fund. Mr. Kunkle added a friendly amendment under the depository investment fund that we also include any other FDIC insured institutions, so staff can place investments at the most favorable investment place. The motion passed unanimously.
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3. Reading of the Minutes

UAJA Regular Meeting – December 15, 2021

**UAJA Meeting
Minutes Approved**

A motion was made by Mr. Guss, second by Mr. Nucciarone, to approve the minutes of the UAJA meeting held on December 15, 2021. The motion passed unanimously.

4. Public Comment

4.1 Other items not on the agenda

None.

5. Old Business

5.1 Results of Series 2017 Bond Refinancing Underwriter Request for Proposals

A presentation will be made by Public Financial Management (PFM) concerning the results of the Request for Proposals for the 2017 bond refinancing. A copy of the presentation is included in the agenda report.

Recommendation: Presentation, no action required.

5.2 Resolution 2022-1 Parameters Resolution Series 2022 Revenue Bonds

Tom Smida of Mette Evans and Woodside will explain the parameters resolution, a draft of which is included in the agenda report.

Recommendation: Adopt Resolution 2022-01, the Parameters Resolution, Series 2022 Revenue Bonds.

**Resolution 2022-01
Adopted**

A motion was made by Mr. Guss, second by Mr. Ebaugh, to adopt resolution 2022-01, the Parameters Resolution, Series 2022 Revenue Bonds. The motion passed unanimously.

5.3 Open Records Policy Schedule of Fees

Each year UAJA needs to adopt a schedule of fees associated with our Open Records Policy. This fee schedule is shown below (the law does not allow for a retrieval fee):

1. Fees for the actual cost of mailing.
2. 25 cents per single-sided page for duplication.
3. Reasonable fees to cover other types of actual costs such as data conversion, electronic access, etc.

Recommendation: Adopt the fee schedule as presented.

**Fee Schedule
Adopted**

A motion was made by Mr. Derr, second by Mr. Nucciarone, to adopt the fee schedule as presented. The motion passed unanimously.

6. New Business

6.1 Resolution 2022-2 Adopting Public Comment Procedures for Hearing Community Residents and Concerns

Resolution 2022-2 is included in the agenda report. The resolution describes procedures for managing public comment during UAJA meetings. In general, each commenter is limited to five minutes. When there are more than three commenters, the time limit is reduced to three minutes. The Board, by majority vote, may change the procedures at any time.

Recommendation: Adopt Resolution 2022-02.

<p>Resolution 2022-2 Adopted</p>

A motion was made by Mr. Dempsey, second by Mr. Ebaugh, to adopt resolution 2022-2 Adopting Public Comment Procedures for Hearing Community Residents and Concerns with the minor changes in renumbering of the paragraphs of section 4 and section 7. The motion passed unanimously.

***Mr. Lapinski recognized new board member Ms. Lisa Strickland who is representing Ferguson Township and welcomed her to the board.**

6.2 Requisitions

BRIF #648	HRG Shiloh Road Project	\$125.00
BRIF #649	HRG Scott Road Pump Station Project	\$5,643.53
BRIF #650	HRG Treatment Plant Emissions Study	\$2,928.00
BRIF #651	HRG Harris Reuse Drawings	\$725.00
BRIF #652	Rettew Switchgear Project	\$4,000.00
BRIF #653	Rettew Phosphorus Study	\$6,473.68
BRIF #654	Glenn O. Hawbaker Scott Road Project	\$1,279.60
BRIF #655	Best Line Equipment Scott Road Equipment Rental	\$2,895.00
BRIF #656	Maxwell Truck & Equipment Snowplow	\$7,233.15
BRIF #657	Lezzer Lumber Scott Road Project	\$284.50
BRIF #658	S&C Operations Scott Road Trucking	\$3,966.25

BRIF #659	Glossners Concrete Scott Road Project	\$342.75
TOTAL BRIF		\$35,896.46

BRIF Approved	A motion was made by Mr. Nucciarone, second by Mr. Auman to approve BRIF #648, 649, #650, #651, #652, #653, #654, #655, #656, #657, #658 and #659 in the amount of \$35,896.46. The motion passed unanimously.
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Construction Fund #029	Rettew Biosolids Upgrade Project	\$90,786.12
Construction Fund #030	Rettew Ozone Disinfection Project	\$2,170.00
TOTAL 2020 A CONSTRUCTION FUND		\$92,956.12

Construction Fund Approved	A motion was made by Mr. Auman, second by Mr. Kunkle to approve Construction Fund #029 and #030 in the amount of \$92,956.12. The motion passed unanimously.
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Revenue Fund #183	Debt Service, Operation and Maintenance Expenses	\$1,000,000
TOTAL REVENUE FUND		\$1,000,000

Revenue Fund Approved	A motion was made by Ms. Strickland, second by Mr. Nucciarone to approve Revenue Fund #183 in the amount of \$1,000,000. The motion passed unanimously.
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7. Reports of Officers

7.1 SCBWA Liaison

None. Mr. Nucciarone asked if we could approach SCBWA and find out why they are not attending.

7.2 Financial Report

The different cost centers of the YTD budget report for the period ending December 31, 2021, were reviewed with the Board by Jason Brown.

7.3 Chairman's Report

Mr. Dempsey gave an update on the Rate Study Committee. The committee is making progress and they have a general agreement about possible rate structures but there are still a few things that need to be discussed. The committee is hoping to have a report to the board at the March 16, 2022 board meeting in which it will be distributed to the board prior so they have time to go over it.

7.4 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>July 2021</u>	<u>Aug. 2021</u>	<u>Sep. 2021</u>	<u>Oct. 2021</u>	<u>Nov. 2021</u>	<u>Dec. 2021</u>
Production	913 cu/yds.	866 cu/yds.	890 cu/yds.	990 cu/yds.	701 cu/yds.	700 cu/yds.
YTD. Production	5,772 cu/yds.	6,662 cu/yds.	7,652 cu/yds.	8,506 cu/yds.	9,207 cu/yds.	9,907 cu/yds.
Distribution	731 cu/yds.	969 cu/yds.	911 cu/yds.	803 cu/yds.	1,015 cu/yds.	974 cu/yds.
YTD. Distribution	6,377 cu/yds.	7,346 cu/yds.	8,257 cu/yds.	9,060 cu/yds.	10,075 cu/yds.	11,049cu/yds.
Immediate Sale	1,014 cu/yds.	3,850 cu/yds.	958 cu/yds.	937 cu/yds.	963 cu/yds.	701 cu/yds.
Currently in Storage	1,927 cu/yds.	1,848 cu/yds.	1,927 cu/yds.	1,978 cu/yds.	1,664 cu/yds.	1,401 cu/yds.

SEPTAGE OPERATIONS

	<u>July 2021</u>	<u>Aug. 2021</u>	<u>Sep. 2021</u>	<u>Oct. 2021</u>	<u>Nov. 2021</u>	<u>Dec. 2021</u>
Res./Comm.	40,000 gals.	68,150 gals.	89,675 gals.	62,100 gals.	56,850 gals.	54,200 gals.
CH/Potter	0.00 lbs./solids	0.00 lbs./solids	0.00 lbs./solids	0.00 lbs./solids	0.00 lbs./solids	0.00 lbs./solids
Port Matilda	1,951.56 lbs./solids	1,234.32 lbs./solids	1,084.20 lbs./solids	1,100.88 lbs./solids	1,017.48 lbs./solids	1,334.40 lbs./solids
Huston Twp.	467.04 lbs./solids	650.52 lbs./solids	583.80 lbs./solids	517.08 lbs./solids	533.76 lbs./solids	433.68 lbs./solids
Total Flow	66,000 gals.	90,150 gals.	111,675 gals.	84,100 gals.	76,850 gals.	82,000 gals.

Plant Operation

The treatment plant is operating well with no exceptions. The 12-month rolling average flow for December was 3.71mgd with the average for the month being 3.46mgd. The average monthly **influent** flow was 4.73mgd.

Treatment units online are as follows: primary clarifiers #1, #5 and #6; aeration basins #1 and #2; secondary; clarifiers' #1, #3, and #4; all eight tertiary filters are online.

Below is the chart for Reuse Distribution and Temperature Data:

	Dec. 2021	YTD	Plant Effl. Temp.	Wetland Effl. Temp.
Best Western	30,000	339,000		
Centre Hills	0	30,892,000	Dec. -21	Dec. -21
Cintas	504,000	5,899,000	58.6	57.4
Red Line	441,000	5,420,000		
UAJA Wetland	137,000	53,986,000		
GDK Vault	30,956,000	369,569,000		
Elks	0	6,911,000		
Kissingers	1,228,000	21,302,000		
Stewarts/M.C.	1,000	45,310		
TOTAL	43,947,000	494,363,310		

Plant Maintenance

- Replaced a section of potable water line running under wetlands. SCBWA assisted in the location of the leak. Collections assist in the installation of new piping.
- Replaced Mixer NM-504 in Aeration Train #2.
- Replaced sump float in the AWTFP sump.
- Repaired skimmer paddle on Secondary Clarifier Tank #3.
- Maxwell's installed a plow on our T-Tag.
- Replaced diaphragm in Primary Pump #1.
- Replaced AV-7 on MF #6, AV-7 on MF #1 and AV-6 and AV-7 on MF #3
- Replaced the CIP spool on the back side of MF #5.
- Replaced the stem seal on AV-8 on MF #2.
- Replaced the lift cylinder on Composter #1.
- Replaced the float on the sump pump at the Main Station.

Mr. Brant mentioned there was an event that happened on Monday that was reportable to DEP consisting of used fuel oil. Communication has been ongoing with DEP so they know what UAJA is doing and how they are doing it. When investigating, UAJA found the used fuel oil at Big Hollow which tells them what part of State College it came from, but a precise location has not been made. Mr. Guss asked if this should be reported to law enforcement.

7.5 Collection System Superintendent's Report

Mr. Harter started his report talking about the used fuel oil incident. UAJA hired Robinson Septic to bring their trucks to the wet wells at the Big Hollow Pump Station to skim everything off the top. The amount taken was 9,000 to 10,000 gallons consisting of some sewer water along with the used fuel oil. Robinson Septic also sprayed a chemical in the wet well that will take over what they didn't get to help when it gets to the plant. Robinson Septic transferred this on to Eagle Tire to be taken to Ohio where hazardous materials are disposed. Back tracing was started immediately but they were not seeing it. The cost was \$27,000 to \$30,000 for disposal plus man hours along with anything else so total for this incident costed about \$60,000 to \$70,000. It was suggested by board members again to take this to the press.

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

Mainline Maintenance:

Scott Road force main project Crew 1 – Installed 700 ft of 10" force main.
Scott Road force main project Crew 2 – Installed 1130 ft of 10" force main.
Installed 325ft of 1" water line and 5 valves at the plant.
Mainline Cleaning – 351ft cleaned - 2 manholes inspected.
Mainline Televising – 210ft televised – 2 manholes inspected.

Lift Station Maintenance:

Cleaned (5) lift station wet wells.
Replaced (2) E-One pumps in Huntridge Development.
Replaced control board on zetron at the plant.
Replaced off float and zetron board at Graysdale 2A station.
Routine Maintenance.

Next Month Projects:

- Continue Scott Road upgrade project.
- Install Lateral at 507 Kennard Road.
- Mainline flushing and televising.
- Wet well cleaning.
- Equipment maintenance.

Inspection: Final As-Builts Approved: None

Mainline Construction:

- a. Aspen Heights Squirrel Drive – Construction is 10% complete.
- b. Grays Pointe ph. 6 Sec D.2 – Construction is 20% complete.

New Connections:

a. Single-Family Residential	11	c. Commercial	1
b. Multi-Family Residential	0	d. Non-Residential	0
TOTAL			12

PA One-Calls Responded to 12/1-31/21: 261

7.6 Engineer’s Report

Mr. Burns mentioned there was a revision to the report under the Meeks Lane Pump Station section. The Land Use and Community Infrastructure (LUCI) meeting is at 12:15 PM on February 3rd.

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

Odor Control System Upgrades (R001178.0597)

- An inventory of air emission sources for the entire facility was compiled and submitted to the PA DEP. DEP reviewed the submission and has requested additional information to evaluate the type of operating permit required.
- A Plan Approval extension request was prepared and submitted.

Proposed Air Quality Emissions Inventory and Operation Permit Schedule

Milestone	Date
Submit supplemental information requested by DEP	February 2022
PA DEP Determination of Application Requirements	February 2022
Complete and Submit Permit Application	March 2022
PA DEP Issues Permit (Includes 30 Day Public Comment Period)	July 2022

Based on DEP’s input and timeline for review.

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

- The special study was revised to include a CRPA alternative that does not consider future expansion into Halfmoon Township. An additional alternative force main alignment was included that will improve constructability. The revise study was submitted to the CRPA.
- The following summarizes future meetings:
 - February 3rd: Land Use and Community Infrastructure (LUCI) at 12:15 PM
 - February 3rd: CRPC Meeting (7 PM)

- o Additional dates to be decided in January

Proposed Meeks Lane Pump Station Project Implementation Schedule

Milestone	Date
Submit Revised Special Study CRPA/Municipalities (60-day Review)	Completed
Public Comment Period (30 Days)	Completed
Presentation of Study at Municipal Meetings	February 2022
Start Design	February 2022
Receive Municipal/Planning Comments, Conclude Public Comment Period	February 2022
Adoption by Municipalities and CRCOG (General Forum Presentation)	March 2022
Submission of Special Study to PA DEP (120-day Review)	March 2022
DEP Approval of Special Study/WQM/NPDES	July 2022
Complete Design/BIDDING	September 2022
Begin Construction	September 2022
Project Completion (12 Months of Construction)**	September 2023

*Assumes DEP approval of Special Study and WQM Permit within 120 Days. Concurrent or sequential submission of Study and Permit Application.

**Minimum construction period required for UAJA Construction Crew.

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 by the CRCOG.

Scott Road Pump Station and Bristol Interceptor (R001178.0682)

- Progress Meeting No. 3 was held on January 5, 2022. Meeting have been distributed.
- The review of submittals is ongoing.
- At the progress meeting, both Contractors stated concerns regarding delivery times for materials and equipment. The General Contractor is nearly complete with the force main portion of the work.
- There are no applications for payment this month.
- Contract 21-03 and Contract 21-04 have both submitted a no cost, time extension change order request. Additional details have been requested since the requests did not clearly identify the amount of time. The requests specifically reference labor and material shortages.

Fiber Optic Conduit – (R001178.0687)

- Fiber optic conduit drawings were prepared for the second alignment (Trout Road to Hartman Farm Lane to Short Lane, near SR 0026) in June 2021. These drawings were reviewed by the Authority’s staff. HRG can proceed with the preparation of the permit applications when authorized by the UAJA.

Entry Road Storm Water Improvements – (R001178.0688)

- The project will require the relocation of the utility poles. This cannot be coordinated until an easement is acquired. The Authority’s solicitor is working with the property owner to acquire the easement.

Entry Road Project Implementation Schedule

Milestone	Date
Acquire Right-of-Way/Permission to Relocation Utility Poles	January 2022
Utility Pole Relocation	May 2022
Bidding and Project Construction	TBD*

*Sequence bidding and project construction with other site construction activities to minimize interference and damage.

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

- Record Drawings are being prepared based on field data provided by the Authority. Drawings will be submitted in February.

Princeton Drive Sanitary Sewer Replacement – (R001178.0699)

- A revised plan and profile have been generated based on a field meeting with Ferguson Township. The alignment is outside of the existing swale and incorporates a bend to endeavor to avoid certain tree impacts. Ferguson Township is reviewing the drawing.

State College Borough Rate Study and Tapping Fee Update – (R001178.0703)

- HRG is available to present the rate study or assist in any discussions going forward.

Developer Plan Reviews

- There are no Developer plans under review.

7.7 Construction Report

ENR/AWT Upgrade Project (094612009)

- Project is now closed out.

Aeration Line Improvements (094612035)

- All contracts are now closed out.

WWTP NPDES Permit – Phosphorus Study (094612027)

- Continuous in-stream monitoring of Spring Creek has wrapped up for the 2021 season and will resume in early 2022. This monitoring is being conducted 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. We plan to provide an update to the Board at an upcoming meeting to summarize data collected thus far and initial findings.

Phosphorus Study Project Schedule

Milestone	Date
Re-install Stream Monitoring Instruments	March 2022
Complete Stream Monitoring	June/July 2022
Compile All Data	July 2022
Conduct High Temperature/Low Flow Monitoring if needed	August/September 2022

Ozone Disinfection for Effluent (094612023)

<ul style="list-style-type: none"> Notice to Proceed was issued December 27, 2021 for all three Contracts as follows: <table border="1"> <tbody> <tr> <td>o Contract No. 2021-05: General Construction</td> <td>PSI Pumping Solutions</td> <td>\$5,448,000.00</td> </tr> <tr> <td>o Contract No. 2021-06: Electrical Construction</td> <td>PSI Pumping Solutions</td> <td>\$350,000.00</td> </tr> <tr> <td>o Contract No. 2021-07: Mechanical Construction</td> <td>McClure Company</td> <td>\$223,000.00</td> </tr> </tbody> </table> A pre-construction conference will be held January 21st. 			o Contract No. 2021-05: General Construction	PSI Pumping Solutions	\$5,448,000.00	o Contract No. 2021-06: Electrical Construction	PSI Pumping Solutions	\$350,000.00	o Contract No. 2021-07: Mechanical Construction	McClure Company	\$223,000.00
o Contract No. 2021-05: General Construction	PSI Pumping Solutions	\$5,448,000.00									
o Contract No. 2021-06: Electrical Construction	PSI Pumping Solutions	\$350,000.00									
o Contract No. 2021-07: Mechanical Construction	McClure Company	\$223,000.00									

Ozone Disinfection for Effluent Project Schedule

Milestone	Date
Notice to Proceed Issued	12/27/2021
Substantial Completion	03/27/2023

Anaerobic Digestion Project (094612026)

- The Act 537 Special Study for Biosolids has been approved by the PA DEP and the Water Quality Management Part II Permit is under review by the PA DEP.
- RETTEW is underway with final design of the proposed improvements to biosolids handling and treatment and anticipates a bid release in February 2022.

Anaerobic Digestion Project Schedule

Milestone	Date
Complete Bidding Documents/Advertise for Bids	February 28, 2022
Award Construction Contracts	May 18, 2022
Begin Construction	June 2022
Complete Construction	December 2024

High Voltage Switchgear Replacement (094612045)

- Project is now closed out.

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.

7.8 Executive Director’s Report

CPI Apprenticeship

Mr. Brown has been working with the Central Pennsylvania Institute of Science and Technology (CPI) to establish an apprenticeship program between the UAJA and the Water and Wastewater Utility Operator/Technician Program that CPI has. This would provide individuals in that program a good experience in their field as well as be a benefit to the UAJA.

8. Other Business

None.

9. Executive Session

A motion was made by Mr. Nucciarone and second by Mr. Derr to break for an executive session at 5:14 p.m. The motion passed unanimously.

10. Adjournment

The meeting came out of executive session and was adjourned at 5:25 p.m.

Respectfully submitted,

UNIVERSITY AREA JOINT AUTHORITY

Secretary/Assistant Secretary