

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

Regular Meeting – December 21, 2022

Executive Session

1. Call to Order

Mr. Lapinski, Chair, called the regular meeting to order at 4:34 p.m., Wednesday, December 21, 2022. The meeting was held in the Board Room in the office of the Authority with the following in attendance in person: Messrs. Lapinski, Nucciarone, Auman, Miles, Guss, Kunkle, and Glebe; Cory Miller, Executive Director; Jason Brown, Assistant Executive Director; Sierra Weight, Administrative Assistant; Daren Brown, Collection System Superintendent; Art Brant, Plant Superintendent; David Gaines, Solicitor; Jason Wert, Rettew; Michele Aukerman, Rettew; C-NET; Ben Burns, HRG Consulting Engineer; Jeff Garrigan, HRG Consulting Engineer. The following were in attendance via Zoom: Messrs. Daubert, and Derr; Sam Robbins, State College Borough.

2. Reading of the Minutes

UAJA Regular Meeting – November 16, 2022

**UAJA Meeting
Minutes Approved**

A motion was made by Mr. Nucciarone, second by Mr. Miles, to approve the meeting minutes of the UAJA meeting held on November 16, 2022. The motion passed unanimously.

3. Public Comment

3.1 Other items not on the agenda

None.

4. Old Business

None.

5. New Business

5.1 Employee Health Insurance Contract for 2023

Each Year, UAJA solicits proposals for employee health insurance. For 2022, UAJA selected a Geisinger plan. Geisinger included a rate cap of 12 percent with the 2022 proposal. Proposals were received from Geisinger, UPMC, Capital Blue, and Benecon. Service with Geisinger has been outstanding with almost no complaints from employees. While the rate is 12 percent higher, the actual projected impact on UAJA is an increase of 2.76 percent due to changes in premium category (single, employee/spouse, family) over the workforce.

The Benecon program may be a good fit for UAJA in the future, however, at this time the Geisinger program is the best fit for the 2023 budget.

Recommendation: Renew the Employee Health Insurance Contract with Geisinger.

**Employee Health
Insurance Contract
for 2023 Approved**

A motion was made by Mr. Miles, second by Mr. Nucciarone, to approve the Employee Health Insurance Contract for 2023. The motion passed, with one abstention from Mr. Kunkle.

5.2 Property Insurance and Workers Compensation Insurance Contract for 2023

Approximately every five years UAJA solicits proposals for property insurance and workers compensation insurance. The insured values are also updated to reflect current replacement costs. Both property insurance and workers compensation insurance are currently through Selective Insurance. Service has been very good through several complicated claims. Aside from Selective, a proposal from Cincinnati Insurance, and a proposal from Susquehanna for only the workers compensation insurance were received. Renewal with Selective increases the cost by 26,355 (8.3%) primarily due to an increase in replacement value of insured assets.

Recommendation: Renew the property insurance and workers compensation insurance to Selective Insurance for the amount of \$344,731.00.

**Property Insurance
and Workers
Compensation
Insurance Contract
for 2023 Approved**

A motion was made by Mr. Guss, second by Mr. Auman, to approve the Property Insurance and Workers Compensation Insurance Contract for 2023. The motion passed, with one abstention from Mr. Kunkle.

5.3 2023 Budget and 5.4 2023 Capacity (EDU) Rate Increase

A draft of the 2023 budget is included in the board packet. The budget subcommittee met with staff on December 13, 2022, to review the initial draft budget. Suggestions made by the committee have been incorporated into this final draft. The proposed budget recommends increasing the capacity (EDU) rate from \$104 per quarter to \$108 per quarter effective the second quarter of 2023. Staff will present the draft budget and answer questions from the Board.

Recommendation: Approve the 2023 Budget as presented.

The Budget includes an increase to the capacity (EDU) rate to cover the additional revenue requirements caused by State College Borough electing to withhold a portion of the amount billed by UAJA each quarter. By increasing the capacity rate from \$104 per EDU per quarter to \$108 per EDU per quarter, sufficient revenue will be generated to meet the debt service coverage required by the revenue bond indenture. Staff recommends implementing the rate increase effective April 1, which is the start of the second quarter billing period.

Recommendation: Increase the capacity (EDU) rate from \$104 per EDU per quarter to \$108 per EDU per quarter effective April 1, 2023.

2023 Budget Approved

A motion was made by Mr. Guss, second by Mr. Nucciarone to approve the 2023 budget. The motion passed, with Mr. Kunkle voting nay.

5.5 2023 Bulk Treatment Rate

At the November meeting a study was presented indicating that the bulk rate for treatment only should increase from \$5287 per million gallons to \$5375 per million gallons. The bulk treatment rate applies to a few customers that have grandfathered agreements requiring billing to be based on gallons treated, as well as to customers when a surcharge is applied for excessive volume.

Recommendation: Increase the Bulk Treatment rate from \$5287 per million gallons to \$5375 per million gallons, effective January 1, 2023.

**2023 Bulk
Treatment Rate
Approved**

A motion was made by Mr. Kunkle, second by Mr. Auman, to approve the 2023 Bulk Treatment Rate. The motion passed unanimously.

5.6 Rate Resolution

The 2023 Rate resolution is included in the agenda report for adoption. It reflects the changes to tapping fees adopted in October 2022, and the rate increases from Items 5.4 and 5.5.

Recommendation: Adopt the Rate Resolution as presented.

**Rate Resolution
Tabled**

Board members tabled the Rate Resolution discussion until the January 2023 meeting.

5.7 2023 Meeting Dates

Meeting dates proposed for 2023 continue with the 3rd Wednesday of each month. Specifically:

January 18	July 19
February 15	August 16
March 15	September 20
April 19	October 18
May 17	November 15
June 21	December 20

Recommendation: Approve the 2023 meeting dates as submitted.

**2023 Meeting Dates
Approved**

A motion was made by Mr. Derr, second by Mr. Miles, to approve the 2023 Meeting Dates. The motion passed unanimously.

5.8 Final Design: Canterbury Crossing Phases 3 & 4

Final design drawings for the Canterbury Crossing Phases 3 & 4 sewer extension (College Township) have been received and reviewed by staff and our consulting engineer. The sewer extension will serve 26 EDUs. The review comments have been addressed.

Recommendation: Approve the drawings as submitted

**Final Design:
Canterbury Crossing
Phases 3 & 4
Approved**

A motion was made by Mr. Glebe, second by Mr. Derr, to approve the Final Design: Canterbury Crossing Phases 3 & 4. The motion passed unanimously.

5.9 CPI Apprenticeship Program

UAJA and the Central Pennsylvania Institute of Science and Technology (CPI) have been working on a partnership that would involve UAJA utilizing apprentices that have previously graduated from/are ready to graduate from CPI's Wastewater Program. A brief overview of the apprenticeship program will be presented at the meeting.

Recommendation: Approve UAJA's involvement with CPI's apprenticeship program.

5.10 Requisitions

BRIF #747	HRG Scott Road Pump Station Project	\$3,267.50
BRIF #748	Rettew Phosphorus Study	\$5,497.35
BRIF #749	Tyler Technologies MUNIS Services	\$43,160.00
TOTAL BRIF-		\$51,924.85

BRIF Approved

A motion was made by Mr. Kunkle, second by Mr. Miles to approve BRIF #747, #748, and #749, in the amount of \$51,924.85. The motion passed unanimously.

Construction Fund #060	Rettew Ozone Disinfection Project	\$3,542.00
Construction Fund #061	Rettew Solids Drying Project	\$14,356.69
Construction Fund #062	PSI Pumping Solutions Ozone Disinfection Project Pay App. #6 (G)	\$257,479.83

TOTAL 2020 A CONSTRUCTION FUND

\$275,378.52

**Construction Fund
Approved**

A motion was made by Mr. Nucciarone, second by Mr. Guss to approve Construction Fund #060, #061 and #062, in the amount of \$275,378.52. The motion passed unanimously.

Revenue Fund #191

Debt Service, Operation and
Maintenance Expenses

\$1,000,000.00

TOTAL REVENUE FUND

\$1,000,000.00

**Total Revenue Fund
Approved**

A motion was made by Mr. Auman, second by Mr. Nucciarone to approve Revenue Fund #191, in the amount of \$1,000,000. The motion passed unanimously.

6. Reports to Officers

6.1 Financial Report

The different cost centers of the YTD budget report for the period ending November 30, 2022, were reviewed with the Board by Jason Brown.

6.2 Chairman's Report

Dave Lapinski would like to provide his ongoing thanks to the staff and board for their efforts made in 2022.

6.3 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>June 2022</u>	<u>July 2022</u>	<u>Aug. 2022</u>	<u>Sept. 2022</u>	<u>Oct. 2022</u>	<u>Nov. 2022</u>
Production	760 cu/yds.	632 cu/yds.	805 cu/yds.	689 cu/yds.	722 cu/yds.	856 cu/yds.
YTD. Production	5,015 cu/yds.	5,647 cu/yds.	6,452 cu/yds.	7,237.5 cu/yds.	8,009.5 cu/yds.	8,865.5 cu/yds.
Distribution	733 cu/yds.	718 cu/yds.	975 cu/yds.	728.5 cu/yds.	743 cu/yds.	769 cu/yds.
YTD. Distribution	4,687 cu/yds.	5,405 cu/yds.	6,380 cu/yds.	7,108.5 cu/yds.	7,851.5 cu/yds.	8,620.5 cu/yds.

Immediate Sale	973 cu/yds.	1,015 cu/yds.	672 cu/yds.	805 cu/yds.	791 cu/yds.	794 cu/yds.
Currently in Storage	1,733 cu/yds.	1,647 cu/yds.	1,477 cu/yds.	1,494 cu/yds.	1,563 cu/yds.	1,650 cu/yds.

SEPTAGE OPERATIONS

	<u>June 2022</u>	<u>July 2022</u>	<u>Aug. 2022</u>	<u>Sept. 2022</u>	<u>Oct. 2022</u>	<u>Nov. 2022</u>
Res./Comm.	68,775 gals.	64,400 gals.	75,200 gals.	77,850 gals.	73,350 gals.	17,800 gals.
CH/Potter	1943.22 lbs/solids	0.00 lbs/solids	0.00 lbs/solids	0.00 lbs/solids	0.00 lbs/solids	0.00 lbs/solids
Port Matilda	1,505.37 lbs/solids	1,192.62 lbs/solids	1,705.53 lbs/solids	1,301.04 lbs/solids	1,029.29 lbs/solids	1,138.41 lbs/solids
Huston Twp.	500.40 lbs/solids	583.80 lbs/solids	383.64 lbs/solids	567.12 lbs/solids	550.44 lbs/solids	467.04 lbs/solids
Total Flow	106,775 gals.	84,400 gals.	97,700 gals.	98,850 gals.	94,350 gals.	36,800 gals.

Plant Operation

The treatment plant is operating well with no exceptions. The 12-month rolling average flow for November was 4.13mgd with the average for the month being 3.67mgd. The average monthly **influent** flow was 5.13mgd. Treatment units online are as follows: primary clarifiers #1, #2, #5 and #6; aeration basins #2 and #3; secondary clarifiers #1, #2, and #3; all eight tertiary filters are online.

Below is the chart for Reuse Distribution and Temperature Data:

	Nov -22	YTD	Plant Effl. Temp	Wetland Effl. Temp.
Best Western	31,000	408,000		
Centre Hills	1,086,000	29,473,000	Nov -22	Nov -22
Cintas	594,000	5,871,000	66.5	66.5
Red Line	337,000	4,819,000		
UAJA Wetland	4,394,000	27,203,000		
GDK Vault	36,854,000	230,888,000		
Elks	169,000	8,468,000		
Kissingers	2,246,000	21,993,000		
Stewarts/M.C.	1,000	47,330		
TOTAL	45,712,000	331,416,330		

Plant Maintenance

- Replaced the water line to HP-12.
- Repaired Primary Flight Drive on Tank #3 and Tank #4.
- Replaced motor in the rooftop ventilator for the compressor room in AWT.
- Replaced a spool on MF#4, and AV-5 on MF#3.
- Replaced the motor bearings in RO Feed Pump #2. Geiger Associates aligned the pump.
- Centre Hills has ceased water usage for the year.
- Replaced zero-speed switch on short auger on #2 Centrifuge.

- Replaced the fan coupling, contactor and gas line in MAU-1304.
- Replaced the burner in MAU-1303.
- Replaced Tuthill Blower #2.
- Replaced the Action Pack and PLC power supply in Compressor #1.

6.4 Collection Systems Superintendent's Report

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

Mainline Maintenance:

Replaced 511 ft of Mainline in Tofrees (Parkgate Apt)
Replaced 70 ft of Mainline on Cardinal Dr (Water Main break)
New Laterals – 0
Mainline Cleaning – 8021 ft cleaned/cut with root cutter
Mainline televising – 17670 ft televised - 117 manholes inspected

Lift Station Maintenance:

Cleaned (10) wet wells
Completed oil changes at lift stations (pumps and generators)
Rebuilt (1) E-one Extreme grinder pump

Next Month Projects:

Brushing backlot sewer mains
Continue televising older subdivisions
Flushing mainlines
Restoration of digs
Have a crew rebuild valves at the Plant

Inspection:

Final As-Builts Approved: (1) Penn State Village Phase 16A

Mainline Construction:

- a. Whitehall Regional Park – Waiting on final As-Builts
- b. Evergreen Heights- 75% Complete
- c. Tofrees West (Mount Nittany Medical Center) 50% Complete

New Connections:

a. Single-Family Residential	4	c. Commercial	1
b. Multi-Family Residential	0	d. Non-Residential	0

TOTAL 5

6.5 Consulting Engineer's Report

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

Odor Control System Upgrades (R001178.0597)

- High differential pressures were being experienced on Cell #3. The manufacturer recommended that the top 12 inches of media be shovel tilled. This work has been scheduled for January.

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

- An alternative pump station location near Waddle was conceptualized and a cost estimate was prepared and submitted to staff for review.
- The proposed implementation schedule has been temporarily removed from the report until a more accurate projection can be developed.

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

- Final tie-in and pump station start-up occurred on December 1st and 2nd.
- Preliminary substantial completion was issued to the General Contractor along with a punch list of items to be completed.
- The Electrical Contractor continues to be delayed by the delivery of the generator.
- There are no applications for payment this month.
- Change proposal requests have been received from both Contractors and are summarized below. HRG will be meeting with UAJA's inspector to review the supporting documentation.

Scott Road Pump Station Upgrade – Summary of Applications for Payment

Change Proposal No.	General Description	Cost Impact	Time Impact
Contract 2021-03			
3	PennDOT Impact	\$40,865.01	Not Stated
4	Building Code Inspection Delay	\$4,593.45	Not Stated
5	Wet Well Concrete Dowels	\$7,699.02	Not Stated
6	Eye Bolts for chains and cables	\$6,026.51	Not Stated
Contract 2021-04			
2	Backboard Foundation Footings	\$13,495.87	Not Stated
3	Increase Pad Thickness for Controls	\$4,977.05	Not Stated

- Both Contractors have submitted time extension requests. A decision regarding these requests is

being withheld until the work is substantially complete.

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

- HRG has been participating in meetings regarding the rate study.

Borough of State College Act 537 Special Study Impact Review (P001178.0717)

- HRG is available to assist with further analysis, if necessary.

Developer Plan Reviews:

- Village at Penn State, Phase 16 (R001178.0718): As-built drawings were recommended for approval on November 8, 2022.
- Grays Woods – Grays Pointe Phase 7A (R001178.0719): Design drawings reviewed, and comments were submitted to the Developer's Engineer on November 15, 2022. A re-submission has not been made.
- Canterbury Crossing, Phase 3&4 (R001179.0720): Design drawings were recommended for approval on December 12, 2022.

6.6 Construction Report

WWTP NPDES Permit – Phosphorus Study (094612027)

- Continuous in-stream monitoring of Spring Creek wrapped up at the end of October. We are compiling data for review with DEP.

Phosphorus Study Project Schedule

Milestone	Date
Complete stream monitoring and compile data	November-December 2022
Review final data with PADEP	January 2023
Conduct High Temperature/Low Flow Monitoring if needed	TBD

Ozone Disinfection for Effluent (094612023)

- Continuation of submittal submission/reviews, with all major equipment processed.
- General Contractor has completed the majority of the masonry, structural steel, and roofing for the new Ozone Building.
- General Contractor has begun pouring concrete for the new Ozone Tank.
- Control Building roof has been replaced.
- Minor additional work underway such as HVAC improvements in the AWT Building.

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
2021-05 GC	6	\$257,479.83	\$5,448,000.00	\$2,217,009.43	40.69%	\$3,452,691.52
2021-06 EC			\$350,000.00	\$38,316.75	10.95%	\$315,514.93
2021-07 MC			\$223,000.00	\$29,601.32	13.27%	\$196,358.81
		\$257,479.83	\$6,021,000.00	\$2,284,927.50	37.95%	\$3,736,072.50

Contract 2021-05 (PSI) has submitted Application for Payment No.6 in the amount of \$257,479.83. We recommend payment in the amount of \$257,479.83.

Ozone Disinfection for Effluent Project Schedule

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

Anaerobic Digestion Project (094612026)

- We are preparing the appropriate forms to obtain plan approval from the PADEP Bureau of Air Quality to include all new potential sources of emissions from the project.
- RETTEW is completing the final design of the new Waste Receiving and Dryer Buildings, along with the remainder of the process drawings and specifications.
- A tour of a nearby co-digestion and RNG facility will be held at a later date for interested Board members and staff.
- Guidance on the Prevailing Wage Requirements under the Inflation Reduction Act related to the Investment Tax Credit has been published and is under review to determine all bidding requirements.
- RETTEW is preparing the application to the Commonwealth Financing Agency (CFA) for the COVID-19 ARPA H2O PA Grant program, due December 21st. This application will request a \$20 million grant for the project. However, in order to be eligible to receive the grant funds, construction contracts cannot be awarded prior to the CFA meeting at which grants are awarded. It is our understanding that this meeting could occur as early as March 2023 but is likely to occur in July 2023. To comply with this grant timeframe, we have updated the project schedule below, as well as provided some additional interim milestones:

Anaerobic Digestion Project Schedule

Milestone	Date
Updated Biogas Term Sheets and Biosolids Agreements to Stakeholders	Week of December 12 th
Submission of Land Development Plan to Centre County	Week of January 23 rd
Submission to Benner Township Building Code	Week of March 6 th
Complete Bidding Documents/Advertise for Bids	March 6, 2023
Early CFA Meeting Grant Announcement	March 2023
Bids Due for Construction	May 1, 2023
Late CFA Meeting Grant Announcement/Bid Award	July 2023
Bid Expiration (120 Days)	September 2023
Begin Construction	August 2023
Complete Construction	December 2024

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.

6.7 Executive Director's Report

None.

7. Other Business

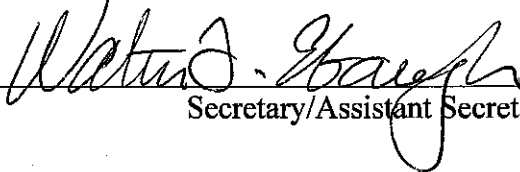
A brief discussion of board member terms and reappointment.

8. Adjournment

A motion was made by Mr. Nucciarone, second by Mr. Auman to adjourn the meeting at 5:35 pm. The motion was passed unanimously.

Respectfully submitted,

UNIVERSITY AREA JOINT AUTHORITY

A handwritten signature in cursive script, appearing to read "Walter D. Gough", is written over a horizontal line.

Secretary/Assistant Secretary

