

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

Regular Meeting – January 18, 2023

1. Call to Order

Mr. Miller, Executive Director, called the regular meeting to order at 4:00 p.m., Wednesday, January 18, 2023. The meeting was held in the Board Room in the office of the Authority with the following in attendance in person: Messrs. Lapinski, Auman, Miles, Kunkle, Glebe, Ebaugh, and Derr; 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. The following were in attendance via Zoom: Messrs. Daubert, Nucciarone, and Guss; Sam Robbins, State College Borough; Ben Ried, Mette, Evans & Woodside.

2. Board Reorganization

Chairman Approved

A motion was made by Mr. Nucciarone, second by Mr. Miles, to elect Mr. Lapinski as Chairman. A motion was then made by Mr. Kunkle, second by Mr. Auman to close the nominations. The motion passed unanimously.

Mr. Miller turned the meeting over to Mr. Lapinski for the remaining election of officers.

**Vice-Chairman
Approved**

A motion was made by Mr. Nucciarone, second by Mr. Ebaugh, to elect Mr. Derr as the Vice Chairman. A motion was then made by Mr. Nucciarone, second by Mr. Ebaugh to close the nominations. The motions passed unanimously.

Secretary Approved

A motion was made by Mr. Derr, second by Mr. Kunkle, to elect Mr. Ebaugh as the Secretary. A motion was then made by Mr. Kunkle, second by Mr. Derr to close the nominations. The motions passed unanimously.

Treasurer Approved

A motion was made by Mr. Guss, second by Mr. Kunkle, to elect Mr. Nucciarone as the Treasurer. A motion was then made by Mr. Derr, second by Mr. Glebe to close the nominations. The motions passed unanimously.

**Assistant Secretary
Approved**

A motion was made by Mr. Kunkle, second by Mr. Ebaugh, to elect Mr. Auman as the Assistant Secretary. A motion was then made by Mr. Ebaugh, second by Mr. Derr to close the nominations. The motions passed unanimously.

**Assistant Treasurer
Approved**

A motion was made by Mr. Guss, second by Mr. Nucciarone, to elect Mr. Kunkle as the Assistant Treasurer. A motion was then made by Mr. Derr, second by Mr. Auman to close the nominations. The motions passed unanimously.

**UAJA Staff and
Advisors Approved**

A motion was made by Mr. Miles, 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 Citizens Community Bank as Depository General Fund; First Citizens Community Bank as Depository Payroll; and Pennsylvania Local Government Investment Trust as Depository Investment Fund. The motion passed unanimously.

3. Reading of the Minutes

UAJA Regular Meeting – December 21, 2022

**UAJA Meeting
Minutes Approved**

A motion was made by Mr. Ebaugh, second by Mr. Derr, to approve the revised meeting minutes of the UAJA meeting held on December 21, 2022. The motion passed unanimously.

4. Public Comment

4.1 Other items not on the agenda

None.

5. Old Business

5.1 Rate Resolution

The 2023 Rate resolution is included in the agenda report for adoption. This is the corrected version from the December 2022 Board Meeting.

Recommendation: Adopt the Rate Resolution as presented.

**Rate Resolution
Approved**

A motion was made by Mr. Guss, second by Mr. Nucciarone, to approve the Rate Resolution as presented. The motion passed with Mr. Kunkle voting nay.

6. New Business

6.1 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.

Open Records Policy Schedule of Fees Approved	A motion was made by Mr. Miles, second by Mr. Derr, to approve the Open Records Policy Schedule of Fees as presented. The motion passed unanimously.
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6.2 Multi Year Review of Performance of Energy Projects

UAJA has been aggressively pursuing energy projects that reduce costs, increase resilience, and decrease greenhouse gas emissions. When these project decisions were made, assumptions were made concerning future energy costs. This presentation will focus on the initial assumptions, and what has changed in the energy sector to influence performance.

Recommendation: Presentation, no action.

6.3 Requisitions

BRIF #750	Rettew Phosphorus Study	\$475.00
BRIF #751	CDW MS Office 365 Renewal	\$9,180.00
TOTAL BRIF-		\$9,655.00

BRIF Approved	A motion was made by Mr. Derr, second by Mr. Miles to approve BRIF #750 and, #751, in the amount of \$9,655.00. The motion passed unanimously.
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Construction Fund #063	Rettew Ozone Disinfection Project	\$3,102.50
Construction Fund #064	Rettew Solids Drying Project	\$6,587.10
Construction Fund #065	PSI Pumping Solutions Ozone Disinfection Project Pay App. #7 (G)	\$266,400.00

Construction Fund #066	McClure Company	\$42,275.25
	Ozone Disinfection Project Pay App. #3 (M)	

TOTAL 2020 A CONSTRUCTION FUND **\$318,364.85**

**Construction Fund
Approved**

A motion was made by Mr. Guss, second by Mr. Daubert to approve Construction Fund #063, #064, #065 and #066, in the amount of \$318,364.85. The motion passed unanimously.

Revenue Fund #192	Debt Service, Operation and Maintenance Expenses	\$1,000,000.00
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TOTAL REVENUE FUND **\$1,000,000.00**

**Total Revenue Fund
Approved**

A motion was made by Mr. Nucciarone, second by Mr. Derr to approve Revenue Fund #192, in the amount of \$1,000,000.00. The motion passed unanimously.

7. Reports to Officers

7.1 Financial Report

The different cost centers of the YTD budget report for the period ending December 31, 2022, were reviewed with the Board by Jason Brown.

7.2 Chairman’s Report

Dave Lapinski provided thanks to the board members for their efforts and service.

7.3 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>July 2022</u>	<u>Aug. 2022</u>	<u>Sept. 2022</u>	<u>Oct. 2022</u>	<u>Nov. 2022</u>	<u>Dec. 2022</u>
Production	632 cu/yds.	805 cu/yds.	689 cu/yds.	722 cu/yds.	856 cu/yds.	1,045 cu/yds.
YTD. Production	5,647 cu/yds.	6,452 cu/yds.	7,237.5 cu/yds.	8,009.5 cu/yds.	8,865.5 cu/yds.	9,910.5 cu/yds.
Distribution	718 cu/yds.	975 cu/yds.	728.5 cu/yds.	743 cu/yds.	769 cu/yds.	147 cu/yds.

YTD. Distribution	5,405 cu/yds.	6,380 cu/yds.	7,108.5 cu/yds.	7,851.5 cu/yds.	8,620.5 cu/yds.	8,767.5 cu/yds.
Immediate Sale	1,015 cu/yds.	672 cu/yds.	805 cu/yds.	791 cu/yds.	794 cu/yds.	1,503 cu/yds.
Currently in Storage	1,647 cu/yds.	1,477 cu/yds.	1,494 cu/yds.	1,563 cu/yds.	1,650 cu/yds.	2,548 cu/yds.

SEPTAGE OPERATIONS

	<u>July 2022</u>	<u>Aug. 2022</u>	<u>Sept. 2022</u>	<u>Oct. 2022</u>	<u>Nov. 2022</u>	<u>Dec. 2022</u>
Res./Comm.	64,400 gals.	75,200 gals.	77,850 gals.	73,350 gals.	17,800 gals.	2,500 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	1,192.62 lbs/solids	1,705.53 lbs/solids	1,301.04 lbs/solids	1,029.29 lbs/solids	1,138.41 lbs/solids	1,497.03 lbs/solids
Huston Twp.	583.80 lbs/solids	383.64 lbs/solids	567.12 lbs/solids	550.44 lbs/solids	467.04 lbs/solids	533.76 lbs/solids
Total Flow	84,400 gals.	97,700 gals.	98,850 gals.	94,350 gals.	36,800 gals.	27,000 gals.

Plant Operation

The treatment plant is operating well with no exceptions. The 12-month rolling average flow for December was 4.18mgd with the average for the month being 3.87mgd. The average monthly **influent** flow was 5.07mgd. Treatment units online are as follows: primary clarifiers #1, #2, #3 and #4; 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:

	Dec -22	YTD	Plant Effl. Temp	Wetland Effl. Temp.
Best Western	29,000	437,000		
Centre Hills	0	29,473,000	Dec -22	Dec -22
Cintas	512,000	6,383,000	56.2	56.1
Red Line	361,000	5,180,000		
UAJA Wetland	9,224,000	36,427,000		
GDK Vault	27,421,000	258,309,000		
Elks	0	8,468,000		
Kissingers	2,562,000	26,801,000		
Stewarts/M.C.	1,000	48,330		
TOTAL	40,110,000	371,526,330		

Plant Maintenance

- Replaced the outboard bearing temperature probe on Aeration Blower #4.
- Applied Controls Engineering updated the SCADA servers.
- Replaced the diaphragms in Primary Pumps #3 and #10.
- Replaced obsolete valves in the Primary Bldg.
- Controls 21 calibrated and adjusted the AUMA actuators on the Aeration Basins.

- Responded to ENERNOC Demand Response power reduction during the holidays.
- Schneider Electric repaired the VFD for RO Pump #2. This pump had not worked properly since the electrical issue in July.
- Roy Brooks Welding made a replacement spool for MF #6.
- Replaced shut-off valves at the Booster Station.
- Replaced a hydraulic hose on the Compost Loader and a chain on the Knight Mixer.
- Bolts on the outlet side valve of exhaust fan for the Odor Control broke and caused the valve to close. We removed the “flapper” to alleviate this issue.

7.4 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:

New Laterals – 0
Mainline Cleaning – 16,468 ft cleaned/cut with root cutter
Mainline televising – 4,682 ft televised - 29 manholes inspected

Lift Station Maintenance:

Cleaned (18) wet wells
Cleaned and maintenance all check valves at Big Hollow
Rebuilt (1) E-one Extreme grinder pump

Next Month Projects:

Brushing backlot sewer mains
Continue televising older subdivisions
Flushing mainlines
Finishing mainline replacement at Park Gate Apartments
Have a crew working in the Filter Bed (Plant)
Have a crew working (replacing valves) at Primary Building (Plant)

Inspection:

Final As-Builts Approved: (0)

Mainline Construction:

- a. Whitehall Regional Park – Waiting on final As-Builts
- b. Evergreen Heights- 90% Complete
- c. Toftrees West (Mount Nittany Medical Center) 80% Complete

New Connections:

a. Single-Family Residential	10	c. Commercial	1
b. Multi-Family Residential	0	d. Non-Residential	0

TOTAL 10

PA One-Calls Responded to Dec. 1 thru Dec. 31, 2022: 182

7.5 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)

- The top of the media in Cell No. 3 was tilled to reduce the pressure drop across the media.
- An air quality inspection is scheduled with DEP for January 31st.

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

- Authority staff is reviewing the alternative pump station location near Waddle and the associated cost estimate.
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Scott Road Pump Station and Bristol Interceptor (R001178.0682)

- The Electrical Contractor continues to be delayed by the delivery of the generator.
- There were no applications for payment submitted this month.
- Change proposal requests have been received from both Contractors. The costs requested from the Contractor have been reviewed with the Owner's inspector and the requirements of the Contract. The change proposals are being reviewed with the Authority staff.
- 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:

- Grays Woods – Grays Pointe Phase 7A (R001178.0719): Design drawings reviewed, and comments were submitted to the Developer's Engineer on December 15, 2022. A re-submission has not been made.

7.6 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 with the exception of the top slab.
- Control Building roof has been replaced and Tertiary Filter roof is underway.

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	7	\$266,400.00	\$5,448,000.00	\$2,513,009.43	46.13%	\$3,186,291.52
2021-06 EC			\$350,000.00	\$38,316.75	10.95%	\$315,514.93
2021-07 MC	3	\$42,275.25	\$223,000.00	\$76,573.82	34.34%	\$154,083.56
		\$308,675.25	\$6,021,000.00	\$2,627,900.00	43.65%	\$3,393,100.00

Contract 2021-05 (PSI) has submitted Application for Payment No.7 in the amount of \$266,400.00. We recommend payment in the amount of \$266,400.00. Contract 2021-07 (McClure) has submitted Application for Payment No. 03 in the amount of \$42,275.25. We recommend payment in the amount of \$42,275.25.

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 submitted the application to the Commonwealth Financing Agency (CFA) for the COVID-19 ARPA H2O PA Grant program on December 21st. This application requests a \$20 million grant for the project. We are also sending copies of the grant application to the State legislators for the Authority’s service area to request their support.

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	Week of January 23 rd
Submission of Building Permit Application	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.

7.7 Executive Director’s Report

None.

8. Other Business

None.

9. Adjournment

A motion was made by Mr. Nucciarone, second by Mr. Miles, to adjourn the meeting at 4:59 pm. The motion was passed unanimously.

Respectfully submitted,

UNIVERSITY AREA JOINT AUTHORITY

Secretary/Assistant Secretary

