

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

Regular Meeting – May 17, 2023

1. Call to Order

Mr. Lapinski, Chairman, called the regular meeting to order at 4:00 p.m., Wednesday, May 17, 2023. The meeting was held in the Board Room in the office of the Authority with the following in attendance in person: Messrs. Lapinski, Ebaugh, Auman, Guss, Kunkle, Daubert, Miles and Glebe; Cory Miller, Executive Director; Jason Brown, Assistant Executive Director; Sierra Weight, Administrative Assistant; Daren Brown, Collection System Superintendent; Andy Breon, Plant Superintendent; Jason Wert, Rettew; Michele Aukerman, Rettew; C-NET; Ben Burns, HRG Consulting Engineer; Jeff Garrigan, HRG Consulting Engineer; Ted Onufrak, Centre County Refuse & Recycling; Shelly Mato, Center Region Planning Agency; Harlan Glebe. The following were in attendance via Zoom: Messrs. Nucciarone; Sam Robbins, State College Borough; Mark Boeckel, Center Region Planning Agency; Ben Ried, Mette Evans & Woodside; Karli Keisling, PFM; Scott Shearer, PFM; Brian McCall, Maher Duessel; Lysie Deibert, Maher Duessel.

2. Reading of the Minutes

UAJA Regular Meeting – April 19, 2023

UAJA Meeting Minutes Approved
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A motion was made by Mr. Daubert, second by Mr. Ebaugh to approve the meeting minutes of the UAJA meeting held on April 19, 2023. 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 2022 Audit

Included in the packet are the following:

- Draft Communication to Those Charged with Governance letter
- Draft Financial Statements
- Draft Management letter

Board Treasurer, Jeff Nucciarone, Asst. Treasurer, Mark Kunkle, Board Member, Matt Auman, Cory Miller, and Jason Brown met with Maher Duessel (via Zoom) on May 8th to review and comment on the 2022 Draft Audit. Brian McCall, a partner in Maher Duessel, will attend the meeting to review the 2022 Audit with the Board.

Recommendation: Approve the 2022 Audit.

**2022 Audit
Approved**

A motion was made by Mr. Guss, second by Mr. Auman to accept the 2022 Audit as presented. The motion passed unanimously.

5.2 Organics Collection Pilot Program Presentation

Ted Onufrak, Executive Director of the Centre County Recycling and Refuse Authority, will give a brief presentation on implementing a pilot organics collection project in the Centre Region and the challenges facing the long-term development of an organics collection program to complement UAJA's Biosolids Project.

5.3 Resolution 23-01 – Borrowing Resolution & Resolution 23-02 – Letter of Credit Resolution

Included in the packet is Resolution 23-01 and Resolution 23-02. The Resolution is required by First Citizens Community Bank to finalize the letter of credit process for the compost facility. The Borrowing Resolution authorizes Cory Miller and/or Jason Brown as signatories.

Recommendation: Approve Resolution 23-01 and Resolution 23-02.

**Resolution 23-01 &
Resolution 23-02
Approved**

A motion was made by Mr. Miles, second by Mr. Nucciarone to approve Resolution 23-01 – Borrowing Resolution. A second motion was then made by Mr. Ebaugh, second by Mr. Kunkle to approve Resolution 23-02 – Letter of Credit Resolution. Both motions passed unanimously.

5.4 Greenbriar Special Purpose Tapping Fee

A Special Purpose Tapping Fee for the Greenbriar Sewer Project has been calculated. Most of the property owners participated in the early connection offer while the project was being constructed. The Special Purpose Tapping Fee will apply to the properties that elected to not participate, as well as any empty lots in the development. The fee as determined by HRG at the time of project completion was \$7,500.00 per EDU. HRG has also recommended the fee be adjusted based on the construction cost index published by the Engineering News Record. The tapping fee adjusted to 2023 is \$8,692.00 per EDU.

Recommendation: Adopt the Special Purpose Tapping Fee for the Greenbriar project in the amount of \$8,692.00 per Equivalent Dwelling Unit (EDU).

**Greenbriar Special
 Purpose Tapping Fee
 Approved**

A motion was made by Mr. Daubert, second by Mr. Guss to approve the Special Purpose Tapping Fee for the Greenbriar project in the amount of \$8,692.00 per Equivalent Dwelling Unit (EDU). The motion passed unanimously.

5.5 Requisitions

BRIF #766	HRI, Inc. N. Oak Lane West Project	\$2,130.00
BRIF #767	Steelcase, Inc. Office Upgrade	\$581.40
BRIF #768	Morefield Communications IT System Upgrades	\$2,447.61
BRIF #769	S&C Operations N. Oak Lane West Project	\$12,521.25
BRIF #770	Glenn O. Hawbaker Haymarket Pump Station Project	\$2,118.20
BRIF #771	Westmoreland Electrical Services Scott Road Project – Pay App. #10	\$65,125.25
TOTAL BRIF		\$84,923.71

BRIF Approved

A motion was made by Mr. Ebaugh, second by Mr. Miles to approve BRIF #766, #767, #768, #769, #770, and #771 in the amount of \$84,923.71. The motion passed unanimously.

Construction Fund #082	Rettew Ozone Disinfection Project	\$3,996.50
Construction Fund #083	Rettew Solids Drying Project	\$23,393.34
Construction Fund #084	PSI Pumping Solutions Ozone Disinfection Project Pay App. #11 (G)	\$661,562.50
Construction Fund #085	PSI Pumping Solutions Ozone Disinfection Project Pay App. #6 (E)	\$6,840.00
TOTAL 2020 A CONSTRUCTION FUND		\$695,792.34

**Construction Fund
Approved**

A motion was made by Mr. Kunkle, second by Mr. Daubert to approve Construction Fund #082, #083, #084, and #085, in the amount of \$695,792.34. The motion passed unanimously.

Revenue Fund #196	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. Ebaugh, second by Mr. Glebe to approve Revenue Fund #196, in the amount of \$1,000,000.00. 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 April 30, 2023, were reviewed with the Board by Jason Brown.

6.2 Chairman’s Report

Mr. Lapinski questioned the status of the Rate Study Committee, to which Mr. Kunkle provided a brief update.

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 Andy Breon, Plant Superintendent.

COMPOST PRODUCTION AND DISTRIBUTION

UNITS IN CU/YDS	NOV 2022	DEC 2022	JAN 2023	FEB 2023	MAR 2023	APR 2023
PRODUCTION	856	4,045	893	718	840	655
YTD PRODUCTION	8,865	9,910	893	1,611	2,451	3,106
DISTRIBUTION	769	147	1,115	840	452	1,150
YTD DISTRIBUTION	8,620	8,767	1,115	1,955	2,407	3,557
IMMEDIATE SALE	794	1,503	1,438	1,491	1,758	1,448
CURRENTLY IN STORAGE	1,650	2,548	2,331	2,331	2,598	2,103

SEPTAGE OPERATIONS

LBS/SOLIDS

	<u>NOV</u> <u>2022</u>	<u>DEC</u> <u>2022</u>	<u>JAN</u> <u>2023</u>	<u>FEB</u> <u>2023</u>	<u>MAR</u> <u>2023</u>	<u>APR</u> <u>2023</u>
CENTRE HALL- POTTER	0	0	0	0	0	0
PORT MATILDA	1,138	1,497	1,030	433	2,631	1,237
HUSTON TOWNSHIP	467	534	617	617	300	537

TOTAL GALLONS

	<u>NOV</u> <u>2022</u>	<u>DEC</u> <u>2022</u>	<u>JAN</u> <u>2023</u>	<u>FEB</u> <u>2023</u>	<u>MAR</u> <u>2023</u>	<u>APR</u> <u>2023</u>
RESIDENTIAL/COMMERCIAL	17,800	2,500	3,200	5,000	5,200	13,800
PORT MATILDA	13,000	18,500	13,000	6,500	17,500	13,000
HUSTON TOWNSHIP	6,000	6,000	6,000	6,000	6,000	6,000
TOTAL FLOW	36,800	27,000	22,200	17,500	28,700	32,800

Plant Operation

The treatment plant is operating well with no exceptions. The 12-month rolling average effluent flow for April was 3.82 MGD with the average for the month being 3.80 MGD. The average monthly **influent** flow was 5.39 MGD.

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

DEP inspected the Compost and Septage Facilities. Everything was in order.

Reuse Water Distribution Data

	April 2023	Year to date gallons
Best Western Hotel	34,000	129,000
Centre Hills Golf	3,537,000	3,537,000
Stewart Drive	0	0
Collections Maintenance Garage	1,000	7,000
CINTAS	558,000	2,326,000
Red Line	403,000	1,800,000
Plant site	4,167,000	17,697,000
GDK Park vault	28,989,000	121,494,000
Kissinger's Pond	1,203,000	8,122,000
Elks	602,000	602,000
Total Gallons	39,494,000	155,714,000
Plant effluent temperature	58.8°	
Wetland temperature	59.7°	

Plant Maintenance

- Rebuilt the spare Booster Station Pump rotating assembly.
- Replaced the bad actuators and valves on the MF units.
- Repaired the master controls for the Reuse High Service Pumps and repaired the VFD for High Service Pump #1.
- Installed the weir brushed on the Secondary Clarifiers.
- Repaired the main power cables on Compost Dolly #3.

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:

New Laterals – 0

Mainline Cleaning – 5,275 ft cleaned/cut with root cutter

Mainline televising – 36,065 ft televised – 201 manholes inspected

Replaced 466’ of Mainline (N.Oak Project)

Replaced 162’ of Laterals (N. Oak Project)

Mainline repair 151 W Chestnut (Pine Grove)

Raised 9 castings that were buried (Found when locating for GIS)

Lift Station Maintenance:

Cleaned (11) wet wells

Replaced high water float at Persia

Next Month Projects:

Mainline replacement (N.Oak)

Continue televising

Flushing mainlines

Casting adjustments on this year’s paving projects

Inspection:

Final As-Builts Approved: (1) Evergreen Heights

Mainline Construction:

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

New Connections:

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

TOTAL 10

PA One-Calls Responded to April 1 thru April 30, 2023: 500

6.5 Consulting Engineer’s Report

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

Retainer Services (001178.0693)

- Provided general consulting services.

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

- Authority staff will review the alternative pump station location near Waddle with Patton Township.

Scott Road Pump Station and Bristol Interceptor (001178.0682)

- The Electrical Contractor installed the emergency generator and is scheduling start-up with the manufacturer.
- The General Contractor installed the fence and is working to restore the site and demobilize.
- There was one application for payment submitted this month. The following table summarizes current applications for payment.

SCOTT ROAD PUMP STATION UPGRADE					
SUMMARY OF APPLICATIONS FOR PAYMENT					
Contract No.	Application for Payment No.	Amount Due	Current Contract Price	Total Completed and Stored	Balance to Finish Plus Retainage
2021-03	--	\$0.00	\$515,303.23	\$515,303.23	\$26,850.00
2021-04	10	\$62,125.25	\$262,972.92	\$239,637.92	\$35,316.90

- 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 – (001178.0703)

- A calculation was performed to determine the Special Purpose Part of a Tapping Fee for the Greenbriar Development.

Borough of State College Act 537 Special Study Impact Review (001178.0717)

- HRG is available to assist with further analysis, if necessary.
- Flow data is being reviewed as it is collected.

Developer Plan Reviews:

- Rhodes Lane Condominium (R001178.0722): Plan review comments were provided to the Developer’s Engineer on May 1, 2023.

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	TBD Awaiting Feedback
Conduct High Temperature/Low Flow Monitoring if needed	TBD

Ozone Disinfection for Effluent (094612023)

- The ozone generators have been delivered and set into place and the General Contractor has been installing process piping. The remaining equipment will arrive on site in the next few weeks.
- All three contractors have been notified of the exceedance of contract time. The General Contractor has been requested to provide documentation of the cause of the delay and actions taken to minimize the impacts.

Payment Requests to Date						
Contract Number	Application for Payment #	Current Payment Due	Contract Price to Date incl/CO	Total Work to Date	% Monetarily Complete	Balance of Contract Amount
2021-05 GC	11	\$661,562.50	\$5,448,000.00	\$3,868,029.20	71.00%	\$1,775,836.23
2021-06 EC	6	\$6,840.00	\$350,000.00	\$216,550.00	61.87%	\$144,277.50
2021-07 MC			\$223,000.00	\$194,636.41	87.28%	\$38,095.41
		\$668,402.50	\$6,021,000.00	\$4,279,215.61	71.07%	\$1,741,784.39

Contract 2021-05 (PSI) has submitted Application for Payment No.11 in the amount of \$661,562.50. We recommend payment in the amount of \$661,562.50. The balance of this contract, including retainage, is currently more than the amount of liquidated damages that could be withheld at this point. Contract 2021-06 (PSI) has submitted Application for Payment No. 06 in the amount of \$6,840.00 We recommend payment in the amount of \$6,840.00. Contract 2021-07 (McClure) did not submit an application for this month.

Ozone Disinfection for Effluent Project Schedule

Milestone	Date
Notice to Proceed Issued	12/27/2021
Substantial Completion	03/27/2023
Projected Substantial Completion Date (per Contractor)	09/04/2023

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.

- 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 for a \$20 million grant for the project. We anticipate a decision on grant awards at the CFA’s July Board meeting.
- RETTEW met with College Township staff to review the project and answer questions related to land development planning. Though the project qualifies as a Minor Land Development, Township staff has requested the plan be submitted as a Preliminary/Final Land Development Plan for consideration at the Planning Commission meeting on June 27th, with ultimate approval by College Township Council.

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	May 19, 2023
Submission of Building Permit Application	Week of July 10 th
Complete Bidding Documents/Advertise for Bids	Week of June 5 th
(Likely) CFA Meeting Grant Announcement/Bid Award	July 18, 2023
Bids Due for Construction	August 7, 2023
Begin Construction	September 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

- State College Borough Delinquency – The unpaid balance for the State College Borough is \$1,043,181.41. This amount includes penalties.
- Approval of the Calder Way Act 537 Plan Special Study.

7. Other Business

None.

Executive Session

A motion was made by Mr. Guss, second by Mr. Auman to go into executive session at 5:13 pm. A motion was then made by Mr. Miles, second by Mr. Ebaugh. to come out of executive session at 5:32 pm. Both motions passed unanimously.

8. Adjournment

A motion was made by Mr. Miles, second by Mr. Ebaugh, to adjourn the meeting at 5:31 pm. The motion was passed unanimously.

Respectfully submitted,

UNIVERSITY AREA JOINT AUTHORITY

Secretary/Assistant Secretary