

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

Regular Meeting – September 18, 2019

1. Call to Order

Mr. Lapinski, Chairman, called the meeting to order at 4:00 p.m., Wednesday, September 18, 2019. The meeting was held in the Board Room in the office of the Authority with the following in attendance: Messrs. Derr, Dietz, Daubert, Guss, Lapinski, and Nucciarone; Cory Miller, Executive Director; Dave Smith, Assistant Executive Director; Mark Harter, Collection System Superintendent; Art Brant, Plant Superintendent; Jason Brown, Project Manager; David Gaines, Solicitors; Ben Burns and Jeff Garrigan, HRG; Jason Wert and Michele Aukerman, RETTEW; Corey Rilk and Pam Adams, CRPA; Deb Hoag, State College Borough; Cynthia Hahn, CNET; Kevin Mullen and Kathy Wheeler.

2. Reading of the Minutes

UAJA Regular Meeting – August 21, 2019

UAJA
Meeting Minutes
Approved

A motion was made by Mr. Derr, seconded by Mr. Nucciarone, to approve the minutes of the UAJA meeting held on August 21, 2019 as corrected by adding the “feet” as the unit of measure to the “trench depth” under 5.1. The motion passed unanimously.

3. Public Comment

Mr. Mullen stated that he has been billed incorrectly and overcharged for the past 20 years. Mr. Mullen would like to receive from the Board in writing what he needs to do to make his home a single family home.

Ms. Hahn reviewed with the Board a membership proposal for joining C-NET. The proposal offers monthly meeting coverage with additional coverage subject to availability. The annual rate for 2020 is \$8,570. The Board asked if there was a fee schedule for meetings they would pick and choose to have covered. Ms. Hahn stated she would forward to the Board the rate fee schedule for non C-NET members.

4. Old Business

4.1 NONE

5. New Business

5.1 Centre Region Climate Action & Adaptation Plan Presentation

Pam Adams, CRPA Sustainability Planner, provided a brief presentation regarding the creation of a regional community Climate Action & Adaptation Plan (CAAP). The objectives of the CAAP are to 1) regionally identify actions that will reduce greenhouse gases and 2) anticipate and adapt to the changing climate for area residents. The first step in the process is to conduct a greenhouse gas emissions (GHG) inventory, which is currently underway and planned to be complete in the next 1-2 months. Once the GHG emissions inventory is complete, targets will be identified by the General Forum and the CAAP will be developed in 2020. Stakeholder input and community engagement throughout the process will be critical to the value and success of the CAAP.

5.2 Final Design: Whitehall Road Regional Park- Phase 1

Final design drawings for the Whitehall Road Regional Park- Phase 1 sewer extension (Ferguson Township) have been received and reviewed by staff and our consulting engineer. The sewer extension will serve 6 EDUs. The review comments have been addressed.

**Final Design: Whitehall
Road Regional Park-
Phase 1
Approved**

A motion was made by Mr. Dietz, seconded by Mr. Daubert, to approve the Final Design: Whitehall Road Regional Park- Phase 1. The motion passed unanimously.

5.3 2020 Budget

The 2020 Budget process is underway. Supervisors have been provided budget worksheets for operating budget areas and staff has met to discuss potential capital budget items. Supervisors are to submit all budget requests by 9/23. A first draft of the budget will be complete by 10/4. We have tentatively scheduled a meeting with the Board budget subcommittee for 10/8 at 8:15 AM. This committee needs to be established. It has typically consisted of the Treasurer, Assistant Treasurer and one other Board representative. Staff intends to compile all input and have a final draft budget in the Board packet by 10/11. Anticipated Board approval would occur at the October Board meeting on 10/16/2019.

The sub committee will be Messrs. McShea, Guss and Nucciarone and will be held on October 8, 2019 at 8:15 a.m.

5.4 Change Order #4, HRI – ENR/AWT General

This Change Order was brought back to the Board as additional paperwork was needed. The change order entails:

- Work Change Directive #9 – Add 1 isolation valve in AWT compressor room.
- Work Change Directive #11 – Repair leaks in walls of tertiary filter gallery.
- Eliminate DO probe from scope of work.

This results in a net increase to Contract 17-06 in the amount of \$11,017.80

**Change Order #4
Approved**

A motion was made by Mr. Guss, seconded by Mr. Derr, to approve updated Change Order # 4. The motion passed unanimously.

5.5 Resolution # 2019-03 – Authorization for the Chairman to sign PennDOT License Agreement on behalf of the entire Board.

Penn DOT requires a license Agreement in lieu of a ROW for UAJA to access, install and maintain the Harris Reuse line on their property. The agreement is included in the packet. This Resolution authorizes the Chairman to sign the agreement

**Resolution #2019-03
Approved**

A motion was made by Mr. Dietz, seconded by Mr. Derr, to approve Resolution #2019-03. The motion passed unanimously.

5.6 Requisitions

Construction Fund #156	Global Heavy Corporation Odor Control Pay App #11	\$597,184.25
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**Requisitions
Approved**

A motion was made by Mr. Dietz, seconded by Mr. Guss, to approve the Construction Fund #156. The motion passed unanimously.

Construction Fund #157	Myco Mechanical Pay App #7 (Final)	\$2,010.00
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Construction Fund #158	Mid-State Paving ENR/AWT paving	\$13,542.00
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Construction Fund #159	Rettew ENR/AWT Engineering	\$345.00
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Construction Fund #160	Rettew Outfall Cascade Engineering	\$4,170.86
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Construction Fund #161	HRG Harris Reuse Engineering	\$235.50
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Construction Fund #162	HRG Odor Control Engineering	\$7,207.17
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Construction Fund #163	Spartan Mat, LLC Timber Mats-Harris Reuse	\$38,375.00
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Construction Fund #164	The Howard Company Pay App #6	\$97,537.50
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TOTAL CONSTRUCTION FUND \$760,607.28

**Requisitions
Approved**

A motion was made by Mr. Guss, seconded by Mr. Derr, to approve the Construction Fund #157-164. The motion passed unanimously.

BRIF #370	Gannett Fleming GIS	\$1,234.62
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BRIF #371	Site Specific Design, Inc. Greenbriar equipment	\$24,567.76
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BRIF #372	Mid-State Paving Greenbriar paving	\$11,433.00
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BRIF #373	L/B Water Services, Inc.	\$2,235.85
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Greenbriar equipment

BRIF #374	HRG Shiloh Pump Station Eng.	\$7,613.00
BRIF #375	First Citizens Community Bank Payment 1/3 Plant Truck	\$15,300.00
BRIF #376	First Citizens Community Bank Payment 1/3 Collection Truck	\$20,000.00
TOTAL BRIF		\$82,384.23

**Requisitions
Approved**

A motion was made by Mr. Nucciarone, seconded by Mr. Daubert, to approve the Bond Redemption and Improvement Fund #370-369. The motion passed unanimously.

Revenue Fund #163	Debt Service, Operating and Maintenance Expenses	\$1,000,000.00
TOTAL REVENUE FUND		\$1,000,000.00

**Requisitions
Approved**

A motion was made by Mr. Daubert, seconded by Mr. Nucciarone, to approve the Revenue Fund Requisition #164. The motion passed unanimously.

6. Reports of Officers

6.1 SCBWA Liaison

None.

6.2 Financial Report

Mr. Smith reviewed with the Board the different cost centers of the YTD budget report for the period ending August 31, 2019.

6.3 Chairman's Report

No report.

6.4 Compost & Septage Operations Report

The following comments are as presented to the Board in the written report prepared by Jason Brown, Project Manager.

COMPOST PRODUCTION AND DISTRIBUTION

	<u>Mar. 2019</u>	<u>Apr. 2019</u>	<u>May 2019</u>	<u>Jun. 2019</u>	<u>Jul. 2019</u>	<u>Aug. 2019</u>
Production	0 cu/yds.	0 cu/yds.	0 cu/yds.	1,204 cu/yds.	955 cu/yds.	954 cu/yds.
YTD. Production	790 cu/yds.	790 cu/yds.	790 cu/yds.	1,994 cu/yds.	2,949 cu/yds.	3,903 cu/yds.
Distribution	694 cu/yds.	1,021 cu/yds.	1,555 cu/yds.	392 cu/yds.	0 cu/yds.	223 cu/yds.

YTD. Distribution	699 cu/yds.	1,720 cu/yds.	3,275 cu/yds.	3,667 cu/yds.	3,667 cu/yds.	3,890 cu/yds.
Immediate Sale	2,930 cu/yds.	1,881 cu/yds.	400 cu/yds.	311 cu/yds.	311 cu/yds.	2,239 cu/yds.
Currently in Storage	2,930 cu/yds.	1,881 cu/yds.	711 cu/yds.	1,215 cu/yds.	1,266 cu/yds.	3,193 cu/yds.

SEPTAGE OPERATIONS

	<u>Mar. 2019</u>	<u>Apr. 2019</u>	<u>May 2019</u>	<u>Jun. 2019</u>	<u>Jul. 2019</u>	<u>Aug. 2019</u>
Res./Comm.	18,000 gals.	31,400 gals.	49,500 gals.	42,850 gals.	30,150 gals.	23,050 gals.
CH/Potter	6,542.73 lbs/solids	6,267.51 lbs/solids	8,886.27 lbs/solids	2,331.03 lbs/solids	5,600.47 lbs/solids	2,710.50 lbs/solids
Port Matilda	1,718.04 lbs/solids	2,201.76 lbs/solids	2,018.28 lbs/solids	2,135.04 lbs/solids	2,368.56 lbs/solids	914.40 lbs/solids
Huston Twp.	417.00 lbs/solids	600.48 lbs/solids	700.56 lbs/solids	700.56 lbs/solids	500.40 lbs/solids	667.20 lbs/solids
Total Flow	90,000 gals.	102,900 gals.	132,000 gals.	81,850 gals.	101,150 gals.	52,050 gals.

6.5 Plant Superintendent’s Report

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

Plant Operation

The treatment plant is operating well with no exceptions for the month of August 2019. The 12-month rolling average flow for August was 5.02mgd with the average for the month being 2.80mgd. The average monthly **influent** flow was 4.85mgd.

Treatment units on line are as follows: primary clarifiers #1, #5 and #6; aeration basins #1 and #3; secondary clarifiers #1, #2, #3 and #4; four of eight tertiary filters are on line.

Below is the chart for Reuse Distribution and Temperature Data:

	<u>Aug-19</u>	<u>YTD</u>	<u>Plant Effl. Temp</u>	<u>Wetland Effl. Temp.</u>
Best Western	39,000	231,000		
Centre Hills	5,026,000	19,080,000	Aug-19	Aug-19
Cintas	603,000	5,094,000	72.6	72.5
Red Line	297,000	3,241,000		
Uaja Wetland	3,089,000	27,142,000		
Wetland Vault	5,353,000	113,056,000		
Kissingers	2,094,000	11,988,000		
Stewarts/M.C.	27,800	98,100		
TOTAL	16,528,800	179,951,200		

Plant Maintenance

- Serviced #1 and #3 secondary clarifiers.
- Susquehanna was in to inspect all fire extinguishers.
- Called Brooks Welding in to weld auger at Headworks.

- Replaced explosion proof motor, bearings, burnt starter and heaters on the grit chamber paddle drive.
- Replaced burnt motor starter and heaters.
- Replaced broken packing gland on #1 WAS Pump.
- Hauled chips as needed for Compost.
- Adjusted chains on agitators #1 and #2.
- Replaced cutting edge on 621D loader.
- Started rebuilding Compost Knight Mixer.
- Large Tuthill Blower failed, and temporary changes were made until the tank was emptied.
- Replaced spool on #2 MF.
- Changed meter head on Wetlands vault meter.
- Serviced both high service pumps at AWT.

6.6 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:

Lateral Repairs – (1) 144 West Pine Grove Road.
Mainline Televising – (4,827 ft' televised) – (52) manholes inspected.
New Construction – Greenbriar – Installed 1,360 ft of mainline – 605 ft of lateral – (2) Flush ports.
Monitoring flow meters on Westerly Parkway Interceptor.
Completed conduit work for temperature readings at Kissinger Meadow wet lands.

Lift Station Maintenance:

Cleaned (6) lift station wet wells.
Replaced low float at Shiloh station.
Repaired (1) E-One pump core.
Routine maintenance.

NEXT MONTH PROJECTS:

Continue Greenbriar project.
New lateral installation at 375 Trout Rd.
Cleaning wet wells.
Start Harris Reuse line.
Repair castings for College twp. paving projects.

Inspection: Final As-Builts Approved: Grays Woods Section A Phase 6.

Mainline Construction:

- a. Centre Care – Awaiting As-Builts.
- b. The Cottages at State College – (75%) Complete.
- c. Oak Ridge Ave. – Awaiting As-Builts.
- d. Village of PSU phase 9&10 – (65%) Complete.
- e. Dreibelbis Street Hotel – Started construction.

New Connections:

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

TOTAL 12

PA One-Calls Responded to 8/1-31/19: 531

6.7 Engineer's Report

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

Retainer

- Collaborated with Rettew and staff to monitor flow and temperature at the Gordon D. Kissinger Meadow.
- Attended the September meeting of the CRCOG Public Services & Environmental Committee to hear discussions regarding Task Activity Reports.
- Prepared Task Activity Reports for two proposed Act 537 Sewage Facilities Plan Special Studies:
 - Development of a Beneficial Reuse Water Service Area
 - Identification of Regional Environmental Enhancement Opportunities

Odor Control System Upgrades

Contract Times								
Contract No.	Notice to Proceed	Contract Time	Substantial Completion Date	Days Used*	Days Remaining	Final Completion	Percent of Time Remaining	Time Used
17-03	9/4/2018	320	7/21/2019	351	-59	9/4/2019	0%	100%
17-04	9/4/2018	320	7/21/2019	351	-59	9/4/2019	0%	100%

*As of date of board meeting (9/18/2019).

- The latest Progress Schedule submitted by Contract No. 17-03: General Construction indicates a substantial completion date of January 23, 2020. This is a substantial change compared to the schedule submitted last month. A request to substantiate the schedule change has been made.
- Notable work completed since last month includes:
 - Concrete work completed for biofilter vessels, pre-conditioning chamber, and mechanical room.
 - Media and irrigation network installed in all cells.
 - Recirculation pumps installed.
 - Control panels mounted.
 - Underground and rooftop conduit installed.
- Progress Meeting No. 12 was held on September 4, 2019. Minutes have been prepared.
- Applications for Payment submitted by the Contractors are summarized in the following table.

Applications for Payment						
Contract No.	Application for Payment No.	Amount Due	Current Contract Price	Total Completed and Stored	% Monetary Complete	Balance to Finish
17-03	11	\$597,184.25	\$8,358,000.00	\$7,510,165.00	89.9	\$1,223,343.25
17-04	6	\$97,537.50	\$587,890.00	\$347,689.71	59.1	\$274,969.26

- The Contracts are 59 days beyond the date of Substantial Completion. Liquidated Damages in the amount of \$76,700.00 (\$1,300/day x 59 days) have accrued. The Owner is entitled to

impose a set-off against payment to the Contractor for liquidated damages that have accrued. If a set-off is imposed, immediate notification must be provided stating the reason. Additional discussion will be provided at the meeting. Any imposed off-sets are not reflected in the aforementioned table.

Greenbriar Sanitary Sewer Design

- HRG is assisting with construction phase services as needed.

Shiloh Road Pump Station Upgrades

- The hydraulic analysis of the downstream collection and conveyance system has been completed and the pump capacity is being adjusted accordingly.
- HRG met with Collection System Staff to review constructability concerns and identify possible resolutions (i.e. relocating the pump station to the south to obtain additional clearance for excavation).
- A meeting will be scheduled with College Township to review changes to the proposed scope of work.

Extension of Beneficial Reuse Water to Harris Township (1178.0637)

- Easements are being coordinated with the Authority's solicitor.
- The license agreement with PennDOT is ready for execution.
- The Joint Permit and the NDPES Permit for Construction have been issued. The appropriate agencies have been notified and the construction will commence.
- HRG is providing alignment and appurtenance stakeout for the project as needed.

Scott Road Pump Station and Bristol Interceptor – Act 537 Plan Special Study

- The special study was discussed at the COG Public Services & Environmental Committee meeting on September 5, 2019. Ultimately, the committee authorized the TAR.
- Work is progressing to complete the special study.

Meeks Lane Pump Station – Act 537 Plan Special Study (1178.0663)

- The Meeks Lane Pump Station task activity report and scope of study were discussed at the COG Public Services & Environmental Committee meeting on September 5, 2019. Ultimately, the committee authorized the TAR.
- At the Authority's direction, the TAR will be submitted to the PA DEP.
- An engineering services proposal to complete the study has been prepared and was submitted to staff.

Developer Plan Reviews:

- The Developer's engineer has made no submissions for the Pine Hall Traditional Town Development following the meeting with Staff on October 9, 2018 (1178.0652).
- The Developer's design drawings for the Whitehall Rd. Regional Park Ph. I were

reviewed and recommended to Staff on September 3, 2019 (1178.0668).

- The Developer's as built drawings for the Oak Ridge Avenue, Lots 29 & 30 were reviewed and recommended to Staff for approval on September 6, 2019 (1178.0669).

6.8 Construction Report

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

General Services Items Completed for the Authority:

Pump Station SCADA Integration

- We are integrating eight existing and new collection system pump stations and the Mountain Tank into the WWTP SCADA network for monitoring of the sites and improvements to the communication network.

GDK Wetlands SCADA Integration

- In coordination with HRG and the Authority, RETTEW is constructing the required instrumentation improvements for the GDK Wetland monitoring that was added in the recent NPDES permit issuance. Consisting of flowmeter data recording and online temperature instrumentation, these data points will be relayed to the Plant for recordkeeping and monitoring. The project has been constructed and is awaiting final electrical inspection and interconnection.

WWTP NPDES Permit – Phosphorus Study

- RETTEW is working on a plan of study for the upcoming Phosphorus Study for Authority review and coordination prior to submission to the PA DEP.

Nutrient Credit Offsets – Solar Installation

- This has been submitted to PA DEP and we are awaiting comments.

ENR/AWT Upgrade Project

- Contract UAJA 2017-07 (Myco) has submitted Application for Payment No. 7-Final in the amount of \$2,010.00. RETTEW has reviewed the payment application and recommends payment in the amount of \$2,010.00 to Myco for Contract UAJA 2017-07.

Outfall Project

- UAJA 2017-06 has completed the majority of the work and the system is fully operational. The relocation of the DO probe is undergoing review and the fence completion should be done later this month.

Solar System (Phase I)

- RETTEW has developed a draft layout for the Phase II Solar and work has begun on all facets of the permitting and approval process.

6.9 Executive Director's Report

Mr. Miller, Executive Director, had no additional information.

7. Other Business

7.1 Executive Session

**Executive Session
Approved**

A motion was made by Mr. Nucciarone, seconded by Mr. Derr, to adjourn to an executive session at 4:54 p.m. The motion passed unanimously.

**Executive Session
Approved**

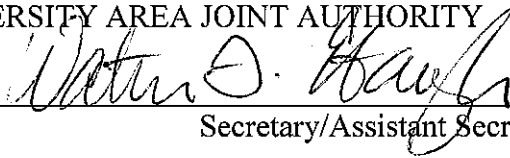
A motion was made by Mr. Nucciarone, seconded by Mr. Dietz, to adjourn the executive session and return to the regular meeting at 5:15 p.m. The motion passed unanimously.

8. Adjournment

The meeting was adjourned at 5:30 p.m.

Respectfully submitted,

UNIVERSITY AREA JOINT AUTHORITY



Secretary/Assistant Secretary