

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

Regular Meeting – October 16, 2019

1. Call to Order

Mr. Lapinski, Chairman, called the meeting to order at 4:00 p.m., Wednesday, October 16, 2019. The meeting was held in the Board Room in the office of the Authority with the following in attendance: Messrs. Bridger, Daubert, Dempsey, Ebaugh, Guss, Lapinski, McShea and Nucciarone; Cory Miller, Executive Director; Dave Smith, Assistant Executive Director; Mark Harter, Collection System Superintendent; Jason Brown, Project Manager; David Gaines, Solicitor; 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, Tom Songer, Brandy Sarani, Rich Francke and Kathy Wheeler.

2. Reading of the Minutes

UAJA Regular Meeting – September 18, 2019

UAJA
Meeting Minutes
Approved

A motion was made by Mr. Daubert, seconded by Mr. Gus, to approve the minutes of the UAJA meeting held on September 18, 2019 as submitted. 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 was presented in writing from UAJA's solicitor how Mr. Mullen can transition him home from two EDU's to one EDU for billing as per Mr. Mullen's request at the September meeting.

Mr. Songer stated that he would like to get a connection permit for lot 29 in the Springfield Commons subdivision but is unable to secure the permit since he cannot obtain all the signatures for maintenance agreements for the duplexes that are served with a single lateral. Mr. Songer made a suggestion for a motion that the Board could make that would allow for the permitting of the lots that are still available. The Board informed Mr. Songer that they would take his suggestions into consideration and respond to him by the next Board meeting.

4. Old Business

4.1 UAJA Participation In CNET

At the September Meeting, Cindy Hahn, Executive Director of CNET, asked the board to consider becoming a CNET participant and having the UAJA Board meetings recorded for airing on CNET and streaming on the CNET website.

UAJA Participation
In CNET
Approved

A motion was made by Mr. Daubert, seconded by Mr. Dempsey, to approve participation in CNET beginning January 1, 2020 in the amount of \$8,570. The motion passed with Mr. Ebaugh and Mr. McShea abstaining from the vote.

4.2 2020 Budget

The Final Draft of the 2020 Budget was included in the meeting packet. The Budget subcommittee consisting of Garry McShea, Dan Guss and Jeff Nucciarone met with staff on October 8, 2019 to review the first draft budget. Several suggestions made by the committee have been incorporated into this Final Draft. The proposed budget does not recommend any user rate increase for 2020.

**2020 Budget
Approved**

A motion was made by Mr. McShea, seconded by Mr. Guss, to approve the 2020 Budget as amended to include the \$8,570 for the CNET participation. The motion passed unanimously.

4.3 Close 2017 Construction Fund

In order to close out the 2017 Construction Fund the Board must take action per the Trust Indenture. The 2017 Construction Fund has been fully utilized except for approximately \$12,325.70. This action will close the 2017 Construction Fund and transfer the remaining funds to the Revenue Fund.

**Close 2017
Construction Fund
Approved**

A motion was made by Mr. Ebaugh, seconded by Mr. Nucciarone, to Close the 2017 Construction Fund and authorize execution of the Completion Certificate. The motion passed unanimously.

5. New Business

5.1 Final Design: Grays Pointe- Phase 6, Section B

Final design drawings for the Grays Pointe- Phase 6, Section B sewer extension (Patton Township) have been received and reviewed by staff and our consulting engineer. The sewer extension will serve 28 EDUs of single-family lots. The review comments have been addressed.

**Final Design: Grays
Pointe – Phase 6,
Section B
Approved**

A motion was made by Mr. McShea, seconded by Mr. Bridger, to approve the Final Design: Grays Pointe Phase 6-Section B. The motion passed unanimously.

5.2 Tapping Fee Adjustment

Historically, the tapping fee for the upcoming year is adjusted according to the change in the Engineering News Record Construction Cost Index from the previous October. Adjusting based on the October 2019 index results in the tapping fee increasing 1.3% from the current \$5370 per EDU to \$5440 per EDU. The budget in your agenda packet reflects the 1.3% increase.

**Plant Capacity Tapping
Fee Adjustment
Approved**

A motion was made by Mr. Nucciarone, seconded by Mr. Dempsey, to approve the adjustment to the Plant Capacity Tapping Fee by +1.3 % effective January 1, 2020. The motion passed unanimously.

5.3 Organic Design Capacity For Non-Residential Tapping Fees

The Act 57 Tapping Fee Study completed and adopted in 2016 includes both a hydraulic unit of design capacity (gallons per day) and an organic unit of design capacity (pounds of BOD per day). For the UAJA system, both the hydraulic and organic design capacity are included in the UAJA Rate Resolution in section 2, "Assignment of Equivalent Dwelling Units". When a tapping fee is calculated based on the EDU table, it is assumed to include both the hydraulic and organic capacity for that particular development. A developer is always welcome to submit an engineering estimate of the required hydraulic capacity and organic capacity for their proposed development. To date, no developer has ever submitted their own hydraulic and organic capacity calculations.

The Borough of State College operates its own sewer system. As such, they adopt their own tapping fee schedule. The Borough has not adopted an organic unit of design capacity for assessing tapping fees. Historically, UAJA has accepted the State College Borough's treatment capacity tapping fee for non-residential development based on the Borough's hydraulic unit of capacity, which they obtain from the UAJA Act 57 Study. For residential units, the Borough uses 1 EDU per residential unit, thus only non-residential development is in question.

Since UAJA has an organic unit of capacity in the Act 57 Study, and has adopted the Act 57 Study, consideration should be given to charge the Borough of State College non-residential tapping fees based on both the hydraulic and organic capacity, as is already done in the directly served UAJA system. The Borough passes the tapping fee to the developer to pay, so there is no financial burden on the Borough.

This proposal would make treatment capacity tapping fees for non-residential development in the Borough the same as the UAJA tapping fees. Just as in the UAJA system, the developer could either use the UAJA Rate Resolution EDU table, or submit an engineering study for both hydraulic and organic capacity.

Discussion was tabled until the November 2019 meeting.

5.4 UAJA Greenhouse Gas Emissions Baseline Presentation

At the September meeting, Pam Adams presented concerning the Centre Region's Climate Action and Adaptation Plan. It was mentioned that RETTEW was preparing a baseline report for UAJA, which will be incorporated into the Centre Region Plan, and will be the basis for tracking UAJA's impact of greenhouse gas emissions. The draft report is nearing completion, and shows that using 2015 as the baseline year, UAJA's impact was estimated as 9,800 Tons of Carbon Dioxide Equivalent. Mr. Wert of RETTEW reviewed the draft report with the Board.

5.6 Requisitions

Construction Fund #165	HRG Harris Reuse Engineering	\$372.07
Construction Fund #166	HRG Odor Control Engineering	\$10,516.67

Construction Fund #167	Rettew Associates ENR/AWT SCADA	\$31,802.80
Construction Fund #168	S & C Operations Harris Reuse Truck Rental	\$3,697.50
Construction Fund #169	Global Heavy Corporation Odor Control Pay App 12	\$149,596.50
Construction Fund #170	The Howard Company Odor Control Elect Pay App 7	\$85,120.07
TOTAL CONSTRUCTION FUND		\$281,105.61

**Requisitions
Approved**

A motion was made by Mr. McShea, seconded by Mr. Nucciarone, to approve the Construction Fund #165-170. The motion passed unanimously.

BRIF #377	HRG Shiloh P.S. Engineering	\$4,197.50
BRIF #378	Mid-State Paving Greenbriar paving	\$5,699.48
BRIF #379	Gannett Fleming, Inc. GIS	\$1,646.16
TOTAL BRIF		\$11,543.14

**Requisitions
Approved**

A motion was made by Mr. Daubert, seconded by Mr. Guss, to approve the Bond Redemption and Improvement Fund #377-379. 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 September 30, 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>Apr. 2019</u>	<u>May 2019</u>	<u>Jun. 2019</u>	<u>Jul. 2019</u>	<u>Aug. 2019</u>	<u>Sep. 2019</u>
Production	0 cu/yds.	0 cu/yds.	1,204 cu/yds.	955 cu/yds.	954 cu/yds.	940 cu/yds.
YTD. Production	790 cu/yds.	790 cu/yds.	1,994 cu/yds.	2,949 cu/yds.	3,903 cu/yds.	4,843 cu/yds.
Distribution	1,021 cu/yds.	1,555 cu/yds.	392 cu/yds.	0 cu/yds.	223 cu/yds.	1,292 cu/yds.
YTD. Distribution	1,720 cu/yds.	3,275 cu/yds.	3,667 cu/yds.	3,667 cu/yds.	3,890 cu/yds.	5,182 cu/yds.
Immediate Sale	1,881 cu/yds.	400 cu/yds.	311 cu/yds.	311 cu/yds.	2,239 cu/yds.	1,909 cu/yds.
Currently in Storage	1,881 cu/yds.	711 cu/yds.	1,215 cu/yds.	1,266 cu/yds.	3,193 cu/yds.	2,849 cu/yds.

SEPTAGE OPERATIONS

	<u>Apr. 2019</u>	<u>May 2019</u>	<u>Jun. 2019</u>	<u>Jul. 2019</u>	<u>Aug. 2019</u>	<u>Sep. 2019</u>
Res./Comm.	31,400 gals.	49,500 gals.	42,850 gals.	30,150 gals.	23,050 gals.	20,730 gals.
CH/Potter	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	3,361.02 lbs/solids
Port Matilda	2,201.76 lbs/solids	2,018.28 lbs/solids	2,135.04 lbs/solids	2,368.56 lbs/solids	914.40 lbs/solids	1,317.72 lbs/solids
Huston Twp.	600.48 lbs/solids	700.56 lbs/solids	700.56 lbs/solids	500.40 lbs/solids	667.20 lbs/solids	834.00 lbs/solids
Total Flow	102,900 gals.	132,000 gals.	81,850 gals.	101,150 gals.	52,050 gals.	60,230 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 one exception for the month of September 2019. We were out of compliance for monthly phosphorus average. The 12-month rolling average flow for September was 4.72mgd with the average for the month being 3.41mgd. The average monthly influent flow was 5.60mgd.

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:

	Sep-19	YTD	Plant Effl. Temp	Wetland Effl. Temp.
Best Western	25,000	256,000		
Centre Hills	5,690,000	24,770,000	Sep-19	Sep-19
Cintas	593,000	5,687,000	72.5	71.6
Red Line	348,000	3,589,000		
Uaja Wetland	2,657,000	29,799,000		
Wetland Vault	30,382,000	143,438,000		

Kissingers	1,664,000	13,652,000
Stewarts/M.C.	28,500	147,700
TOTAL	41,387,500	221,338,700

Plant Maintenance

- Rebuilt Aeration Train Mixers, both 2.4hp and 6.5 hp.
- Repaired entrance gate (bad receiver).
- Serviced heaters for Headworks.
- Repaired dumpsters for Headworks (rusted).
- Continue to work on Outfall UV System.
- Rebuilt the second Knight Mixer for Compost.
- Hauled chips as needed for Compost.
- Maintenance personnel assisted D/W as needed.
- All VFD's that were replaced in D/W are now fully operational.
- Replaced Emergency Lighting batteries.
- Rebuilt pilot valves in sub-surface diffusers and aux boxes at the Wetlands.
- Hach was in to service Nitrogen Probes.

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:

New Construction – Greenbriar – Installed (1,070 ft) of mainline – (812 ft) of lateral – (1) Flush port and (1) Air release. 2643 and 2640 Sleepy Hollow Dr. were hooked up to the system.

Harris Reuse Project – Installed (370 ft) of 12" Main, (1) Valve, and completed the creek crossing at Galbraith Gap.

Manhole Repair – (1)

Mainline Repair – Farmer National Bank E. College Ave.

Casting Repairs – (4)

Monitoring flow meters on Westerly Parkway Interceptor.

Lift Station Maintenance:

Cleaned (6) lift station wet wells.

Replaced start capacitor at Haymarket station.

Replaced block heater on generator at Aspen Heights and Piney Ridge station

Rebuilt agitator on pumps at Marywood station.

Routine maintenance.

NEXT MONTH PROJECTS:

Continue Greenbriar project.

Continue Harris Reuse project.

New lateral installation at 375 Trout Rd.

Cleaning wet wells.

Repair castings for College twp. paving projects.

Inspection: Final As-Builts Approved: Oakridge Ave. Lots 29 & 30.

Mainline Construction:

- a. Centre Care – Awaiting As-Builts.
- b. The Cottages at State College – (77%) Complete.
- c. Village of PSU phase 9&10 – (75%) Complete.

- d. Dreibelbis Street Hotel – (80%) Complete.
- e. Morningside Nursing Home – Started construction.

New Connections:

a. Single-Family Residential	20	c. Commercial	0
b. Multi-Family Residential	0	d. Non-Residential	0

TOTAL 20

PA One-Calls Responded to 9/1-30/19: 436

6.7 Engineer's Report

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

Retainer

- An update to the Preparedness, Prevention and Contingency (PPC) Plan is being prepared.

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	407	-87	9/4/2019	0%	100%
17-04	9/4/2018	320	7/21/2019	407	-87	9/4/2019	0%	100%

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

- HRG met with UAJA staff and Global Heavy Corp. to review the Progress Schedule. Subsequently, the Progress Schedule was revised to illustrate completion of the biofilter (processing air from the Compost Building) on November 19, 2019.
- Notable work completed since last month includes:
 - Exhaust stack delivered and erected
 - Mechanical and electrical equipment installed
 - Exhaust fans are being installed
 - Duct support foundations and metal supports installed
- Progress Meeting No. 13 was held on October 2, 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	12	\$149,596.50	\$8,358,000.00	\$7,667,635.00	91.7	\$1,073,746.75
17-04	7	\$85,120.07	\$587,890.00	\$442,267.39	75.2	\$189,849.35

- The Contracts are 87 days beyond the date of Substantial Completion. Liquidated Damages in the amount of \$113,100.00 (\$1,300/day x 87 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

- Met with College Township to review changes to the proposed scope of work and discuss a preferred force main alignment.
- Additional field survey data was collected for the expanded work area along Trout Road.
- The design is being revised accordingly.

Extension of Beneficial Reuse Water to Harris Township (1178.0637)

- Easements are being coordinated with the Authority's solicitor.
- HRG is providing alignment and appurtenance stakeout for the project as needed.
- The Contract for the Highway Crossings will be advertised for public bids with a projected bid opening prior to the November Board Meeting.

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

- Work is progressing to complete the special study.

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

- The Task Activity Report was 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 design drawings for the Grays Woods, Grays Pointe Phase 6, Section B were reviewed and recommended to Staff on September 23, 2019 (1178.0670).
- The Developer's as built drawings for the Centre Care were reviewed and recommended to Staff for approval on October 7, 2019 (1178.0671).

Odor Control Discussion:

Discussion was held on the startup of the operations with partial startup of the compost facility on November 19, 2019 and full startup slated for the second week of December 2019. This is a biological process and will require time for the absorption of the odors. The DEP visit on October 4, 2019 was a standard visit. Their inspection report did not include the odor control project but UAJA staff has fielded DEP staff calls regarding the odor control actions. Odor complaint data collected from the web site is being used to make sure changes in compost and dewatering operations have not changed and also that the ratio of carbon to nitrogen hasn't changed in the compost mixture. Atmospheric data is no longer being collected.

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

- Testing of the first five new modems and the Verizon private network is underway. RETTEW will begin transitioning the pump stations from the old SCADA to the new SCADA network in the next month.

GDK Wetlands SCADA Integration

- West Penn Power to begin installation of the new electrical service starting October 9th. Once power is available, communication with SCADA can be established. Consisting of flowmeter data recording and online temperature instrumentation, these data points will be relayed to the Plant for recordkeeping and monitoring.

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. RETTEW will provide a presentation on this effort at the November Board Meeting.

Nutrient Credit Offsets – Solar Installation

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

ENR/AWT Upgrade Project

- Both contractors, Contract UAJA 2017-06 (HRI) and Contract UAJA 2017-08 (Biter), are in the process of completing all punchlist items over the next month. At that time, we expect to receive final applications for payment from both for the November and December Board Meetings.

Solar System (Phase I)

- Attached is the 3rd quarter report on Phase I Solar System Performance.
- The Interconnection Application for the Phase II Solar Array is under review by First Energy/West Penn Power. RETTEW is beginning regulatory design packages (such as Zoning and Land Development).

6.9 Executive Director's Report

The following comments are as presented to the Board in the written report prepared by Cory Miller, Executive Director.

Harris Reuse Construction Initiated

After nearly a year of very difficult permitting, construction has finally begun. The permit was obtained just in time to be able to construct the crossing of Galbraith Gap Run prior to the October 1 deadline. To date, nearly 1,000 feet of pipe has been installed.

7. Other Business

7.1 Executive Session

**Executive Session
Approved**

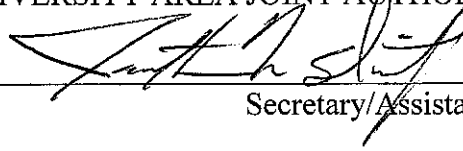
A motion was made by Mr. Nucciarone, seconded by Mr. McShea, to adjourn to an executive session at 5:28 p.m. The motion passed unanimously.

8. Adjournment

The meeting was adjourned at 5:49 p.m.

Respectfully submitted,

UNIVERSITY AREA JOINT AUTHORITY



Secretary/Assistant Secretary