

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

Regular Meeting – October 18, 2023

1. Call to Order

Mr. Lapinski, Chairman, called the regular meeting to order at 4:00 p.m., Wednesday, October 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, Glebe, Derr and Kunkle; Cory Miller, Executive Director; Jason Brown, Assistant Executive Director; Sierra Weight, Administrative Assistant; Daren Brown, Collection System Superintendent; Andy Breon, Plant Superintendent; Holly Martinchek, Assistant Plant Superintendent; Jason Wert, Rettew; C-NET; Jeff Garrigan, HRG Consulting Engineer; Ben Burns, HRG; David Gaines, Solicitor; Ben Ried, Mette Evans & Woodside; David Lounsbury. The following were in attendance via Zoom: Messrs. Daubert, Nucciarone and Guss; Karli Keisling, PFM; Scott Shearer, PFM; Sam Robbins, State College Borough.

2. Reading of the Minutes

UAJA Regular Meeting – September 20, 2023

<p style="text-align:center">UAJA Meeting Minutes Approved</p>

A motion was made by Mr. Derr, second by Mr. Glebe to approve the meeting minutes of the UAJA meeting held on September 20, 2023. The motion passed unanimously.

3. Public Comment

3.1 Other items not on the agenda

None.

4. Old Business

4.1 Resolution 23-03 Parameters Resolution Authorizing Issuance of Revenue Bonds

This resolution authorizes the issuance of sewer revenue bonds to fund the biosolids project. At this time, the actual amount to be borrowed is unknown because the Commonwealth Financing Authority (CFA) has not awarded grants. The CFA is requiring that each applicant demonstrate that funding is available to complete the project. Passing this parameters resolution clearly indicates funding is available. The actual issuance will not occur until after the CFA awards grants in November.

Included in the agenda report is the resolution, as well as a draft presentation from Public Financial Management (PFM), UAJA's financial advisor. The presentation describes two scenarios to give some idea of what this borrowing might look like. There will be many other scenarios to evaluate as we proceed to the actual borrowing in 2024, after the CFA awards are known.

The actual issuance of bonds will be presented to the Board for action at future dates in 2024.

Recommendation: Adopt Resolution 2023-03 as presented.

**Resolution 2023-03
Approved**

A motion was made by Mr. Guss, second by Mr. Derr to adopt Resolution 23-03 Parameters Resolution Authorizing Issuance of Revenue Bonds. The motion passed unanimously.

4.2 Rate Study

Included in the agenda report is an agreement between UAJA and Raftelis, the consultant selected by the Rate Subcommittee. The agreement is presented for approval, which will initiate a rate study.

The current UAJA rate structure is uniform and reasonable. This rate study will explore alternatives to the current rate structure that are also uniform and reasonable.

Recommendation: The Rate Subcommittee recommends this rate study.

**Rate Study Contract
Agreement Between
UAJA and Raftelis
Approved**

A motion was made by Mr. Kunkle, second by Mr. Auman to approve the agreement made between UAJA and Raftelis to initiate a rate study. The motion passed unanimously.

5. New Business

5.1 2024 Tapping Fee Increase

Each year the plant capacity tapping fee is adjusted based on the construction cost index published in the Engineering News Record in October. The construction cost index rose 2.5 percent since October of 2022. This results in an increase from \$6,327.00 to \$6,485.00, an increase of \$158.00 per EDU.

Recommendation: Increase the 2024 tapping fee to \$6,485.00 per EDU, effective January 1, 2024.

**2024 Tapping Fee
Increase Approved**

A motion was made by Mr. Derr, second by Mr. Kunkle to approve a 2024 Tapping Fee increase from \$6,327.00 per EDU to \$6,485.00 per EDU, effective January 1, 2024. The motion passed unanimously.

5.2 Contract 21-03 Scott Road Project Change Order No.2 Time Extension

Change Order No. 2 for Contract No. 21-03 for an extension of time only is recommended for approval. This change order extends the Contract Times to coincide with the actual times for substantial completion and final completion. Documentation has been provided to clearly indicate the delays were for equipment ordered in a timely manner by the contractor, and thus beyond the control of the contractor. 317 days are to be added.

Recommendation: Approve Change Order No. 2

**Contract 21-03 Scott
Road Project
Change Order No.2
Approved**

A motion was made by Mr. Auman, second by Mr. Nucciarone to approve Contract 21-03 Scott Road Project Change Order No.2. The motion passed unanimously.

5.3 Contract 21-04 Scott Road Project Change Order No. 2 (Deduct)

Change Order No. 2, a deductive change order in the amount of \$2,301.79 is recommended to eliminate the demolition of power to the old pump station.

Recommendation: Approve Change Order No. 2

**Contract 21-04
Change Order No.2
Approved**

A motion was made by Mr. Nucciarone, second by Mr. Kunkle to approve Contract 21-04 Scott Road Project Change Order No.2. The motion passed unanimously.

5.4 Requisitions

BRIF #822	EBY Paving East Hillside Project - Asphalt	\$545.17
BRIF #823	HRI, Inc. East Hillside Project - Asphalt	\$2,236.99
BRIF #824	SiteOne Landscape East Hillside Project – Misc. Items	\$566.67
BRIF #825	S&C Operations East Hillside Project - Trucking	\$11,778.75
BRIF #826	Glossner's Concrete East Hillside Project - Concrete	\$2,918.38
BRIF #827	L/B Water East Hillside Project – Pipe Fittings	\$846.00
BRIF #828	John Nastase Construction Scott Road Project Pay App #8	\$6,600.00
TOTAL BRIF		\$25,491.96

BRIF Approved

A motion was made by Mr. Derr, second by Mr. Auman to approve BRIF #822, #823, #824, #825, #826, #827, and #828 in the amount of \$25,491.96. The motion passed unanimously.

Construction Fund #101	PSI Pumping Solutions Ozone Disinfection Project Pay App. #15 (G)	\$325,071.00
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Construction Fund #102	PSI Pumping Solutions Ozone Disinfection Project Pay App. #9 (E)	\$52,938.75
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Construction Func #103	McClure Company Ozone Disinfection Project Pay App. (M)	\$3,147.83
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TOTAL 2020 A CONSTRUCTION FUND	\$381,157.58
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Construction Fund Approved

A motion was made by Mr. Nucciarone, second by Mr. Daubert to approve Construction Fund #101, #102, and #103 in the amount of \$381,157.58. The motion passed unanimously.

Revenue Fund #201	Debt Service, Operation and Maintenance Expenses	\$1,000,000.00
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TOTAL REVENUE FUND	\$1,000,000.00
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Total Revenue Fund Approved
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A motion was made by Mr. Auman, second by Mr. Kunkle to approve Revenue Fund #201, 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 September 30, 2023, were reviewed with the Board by Jason Brown.

6.2 Chairman's Report

Mr. Lapinski extended his gratitude to the Rate Study subcommittee.

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	APR 2023	MAY 2023	JUNE 2023	JULY 2023	AUGUST 2023	SEPTEMBER 2023
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PRODUCTION	655	753	575	803	483	601
YTD PRODUCTION	3106	3859	4434	5237	5720	6322
DISTRIBUTION	1150	557	805	423	1333	504
YTD DISTRIBUTION	3557	4113	4918	5341	6674	7178
IMMEDIATE SALE	1448	1546	1494	1646	803	908
CURRENTLY IN STORAGE	2103	2299	2069	2449	1411	1509

SEPTAGE OPERATIONS

LBS/SOLIDS

	APR 2023	MAY 2023	JUNE 2023	JULY 2023	AUGUST 2023	SEPTEMBER 2023
PORT MATILDA	1237	1981	1843	1681	1409	780
HUSTON TOWNSHIP	537	307	350	306	384	634

TOTAL GALLONS

	APR 2023	MAY 2023	JUNE 2023	JULY 2023	AUGUST 2023	SEPTEMBER 2023
RESIDENTIAL/COMMERCIAL	13800	20100	10450	6950	23600	24125
PORT MATILDA	13000	19500	19500	19500	13000	5500
HUSTON TOWNSHIP	6000	8000	6000	8000	6000	7000
TOTAL GALLONS	32800	47600	35950	34450	42600	36625

Plant Operations

- Total Monthly Influent Flow: 174.11 MGD
- Monthly Average Influent Flow: 5.80 MGD
- Highest Daily Influent Flow (9/10 game and rain): 6.55 MGD
- Lowest Daily Influent Flow (9/30): 5.45 MGD
- 12-Month Rolling Effluent Average: 3.67 MGD

On-line Treatment Units:

- 3- Primary Clarifiers
- 2- Aeration Basins
- 4- Secondary Clarifiers
- 8- De-nitrification Filters

Reuse Water Distribution Data

	September	Year to date gallons
Best Western Hotel	36,000	312,000
Centre Hills Golf	5,382,000	36,557,000
Stewart Drive	0	5,800
Collections Maintenance Garage	2,000	15,000
CINTAS	510,000	5,194,000

Red Line	380,000	3,821,000
Plant site	4,821,000	40,724,000
GDK Park vault	38,779,000	272,681,000
Kissinger's Pond	0	8,122,000
Elks	1,738,000	8,846,000
Total Gallons	51,648,000	376,277,800
Plant effluent temperature monthly average	70.6°	
Wetland temperature monthly average	70.8°	

Plant Maintenance

- Replaced the underground power cables to IPS Pump #1.
- Rebuilt Primary Scum Trough #4.
- Installed a new DO Probe at the Outfall.
- Replaced the flow totalizers at the GDK Wetlands.
- Replaced a drive chain in the Knight Mixer, a broken pin on the skid steer, and the steering arm on the street sweeper.
- A PLC card in the control panel for the Aeration Blowers failed. The part is obsolete. A new PLC is on order.

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 – 4,928 ft cleaned/cut with root cutter

Mainline televising – 28,278 ft televised – 132 manholes inspected

East Hillside project

Replaced 444' of mainline and 237' of lateral

Adjusted 16 castings for paving

Lift Station Maintenance:

Cleaned (18) wet wells

Next Month Projects:

East Hillside project (Finish pipe replacement, concrete, paving, and restoration)

Casting adjustments for paving projects (S. Church Street, Boalsburg)

GIS for mapping

Inspection:

Complete – Toftrees West (Mt. Nittany Medical Center)

Mainline Construction:

a. Grayspoint Phase 7A (pre-construction meeting)

New Connections:

a. Single-Family Residential	5	c. Commercial	0
b. Multi-Family Residential	1	d. Non-Residential	0
TOTAL			6

PA One-Calls Responded to September 1 thru September 30, 2023: 322

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)

- Met with Collection System and Patton Township to review permitting requirements for upcoming replacement projects (Park Forest, Toftrees).
- The replacement projects are located within and near waterways and will require Waterway Obstruction and Encroachment Permits as well as other environmental permits, depending on the specific work to be completed.

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

- Authority staff is reviewing the alternative pump station location near Waddle with Patton Township.

Scott Road Pump Station and Bristol Interceptor (001178.0682)

- The General Contractor has completed all punch list items.
- The Electrical Contractor is completing final punch list items.
 - The Contractor has requested to deduct the locking hasp for the ATS from this Contract. The cost to complete this is being identified by staff.
- There is one application for payment this month, summarized below for Contract No. 21-03. Based on the work completed, payment in the amount requested is recommended.

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	8 (Final)	\$6,600.00	\$515,303.23	\$515,303.23	\$0.00
2021-04	----	\$0.00	\$262,972.92	\$262,972.92	\$15,300.00

- Contract No. 21-03: Change Order No.2 for Contract No. 21-03 for an extension of time only is recommended for approval. This change order extends the Contract Times to coincide with the actual times for substantial completion and final completion.
- Contract No. 21-04: Change Order No.2, a deductive change order in the amount of \$2,301.79 is recommended to eliminate the demolition of power to the old pump station.

Persia Pump Station Evaluation (P001178.0724)

- The draft evaluation report was submitted for review.
- Pump model recommendations were developed along with timeline projections based on current wet well and force main capacities.

Puddintown Interceptor Act 537 Special Study (P001178.0725)

- The Task Activity Report (TAR) was submitted to the PA DEP. Minor comments regarding the checklist were addressed.

Developer Plan Reviews:

- There were no new plan reviews.
- Winfield Heights Phase 2 drawings are anticipated to be delivered soon.

6.6 Construction Report

WWTP NPDES Permit – Phosphorus Study (094612027)

- Continuous in-stream monitoring of Spring Creek has been completed. We have provided compiled data to the PA DEP for review and determination of next steps.

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)

- Start-up and commissioning of the Ozone equipment has begun.

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	15	\$325,071.00	\$5,448,000.00	\$5,448,000.00	94.90%	\$536,310.00
2021-06 EC	9	\$52,938.75	\$350,000.00	\$319,000.00	91.14%	\$46,950.00
2021-07 MC	9	\$3,147.83	\$223,000.00	\$219,195.00	98.29%	\$14,764.75
		\$381,157.58	\$6,021,000.00	\$5,708,395.00	94.81%	\$598,024.75

- Application for Payment No.5 has been received for Contract 2021-05 in the amount of

\$325,071.00. We recommend payment in the amount of \$325,071.00.

- Application for Payment No.9 has been received for Contract 2021-06 in the amount of \$52,938.75. We recommend payment in the amount of \$52,938.75.
- Application for Payment No.9 has been received for Contract 2021-07 in the amount of \$3,147.83. We recommend payment in the amount of \$3,147.83.

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)	12/5/2023

Anaerobic Digestion Project (094612026)

- CFA has postponed their decision on grant awards until their November 21st Board meeting. An update will be provided at the Board Meeting.

Anaerobic Digestion Project Schedule

Milestone	Date
Updated Biogas Term Sheets and Biosolids Agreements to Stakeholders	Week of December 12, 2022
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
Bids Received for Construction	September 13, 2023
CFA Meeting Grant Announcement (Likely)	November 21, 2023
Tentative Bid Award	November 22, 2023
Begin Construction	January 2024
Completion of Dryer and Waste Handling Buildings	July 2025
Complete Construction	February 2026

NPDES Permit Renewal

- We are working with staff to obtain all sampling data required for submission of the NPDES permit renewal application for the Spring Creek Pollution Control Facility. The facility's permit will expire September 30, 2024, with renewal application due no later than the end of March 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

Mr. Miller discussed the debt service payment for September.

7. Other Business

None.

Executive Session


A motion was made by Mr. Nucciarone, second by Mr. Auman, to go into executive session at 4:54 pm. A motion was then made by Mr. Derr, second by Mr. Auman to come out of executive session at 5:28 pm. Both motions passed unanimously.

8. Adjournment

A motion was made by Mr. Derr, second by Mr. Auman, to adjourn the meeting at 5:28 pm. The motion was passed unanimously.

Respectfully submitted,

UNIVERSITY AREA JOINT AUTHORITY



Secretary/Assistant Secretary