

MINUTES
UNIVERSITY AREA JOINT AUTHORITY
1576 SPRING VALLEY ROAD
STATE COLLEGE, PA 16801
Regular Meeting – January 21, 2015

1. Call to Order

Mr. Schmalz, Chairman, called the scheduled meeting of the University Area Joint Authority to order at 4:05 p.m. Wednesday, January 21, 2014. The meeting was held in the Board Room in the office of the Authority with the following in attendance: Messrs. Dempsey, Dietz, Ebaugh, Guss, Lapinski, Schmalz, and Spac; Cory Miller, Executive Director, Dave Smith, Assistant Executive Director; Art Brant, Plant Superintendent; Dick Lahr, Collection System Superintendent; Jason Brown, Project Manager; Dick Campbell and David Gaines, Solicitor; Doug Weikel and Ben Burns, Consulting Engineers; Jason Wert and Chris Underwood, RETTEW; Eric Vorwald, Center Region; and Kathy Wheeler, Recording Secretary.

2. Reading of the Minutes

2.1 UAJA Regular Meeting – December 17, 2014

**UAJA
Meeting Minutes
Approved**

A motion was made by Mr. Dempsey, seconded by Mr. Lapinski, to approve the minutes of the UAJA meeting held on December 17, 2014 as submitted. The motion passed unanimously.

3. 2015 Board Reorganization

Mr. Schmalz turned the meeting over to Mr. Miller to begin the election of officers.

Election of Officers

A motion was made by Mr. Ebaugh, seconded by Mr. Dempsey, to elect Mr. Schmalz as Chairman. The motion passed unanimously. Mr. Miller turned the meeting back over to Mr. Schmalz for the remaining election of officers.

Election of Officers

A motion was made by Mr. Ebaugh, seconded by Mr. Lapinski, to re-elect all other officers to the same positions that they held in 2014 as follows: Mr. Lapinski – Vice-Chairman; Mr. McShea – Treasurer; Mr. Dempsey – Secretary; Mr. Guss – Assist. Treasurer; Mr. Dietz – Assist. Secretary. The motion passed unanimously.

**Staff and Advisors
Appointed**

A motion was made by Mr. Lapinski, seconded by Mr. Dempsey, to approve all staff and advisors as follows: Mr. Cory Miller, Executive Director; Miller, Kistler & Campbell, Solicitor; Herbert, Rowland and Grubic, Consulting Engineers; Mette, Evans & Woodside, Bond Council; Maher Duessel, Auditor; First National Bank, Depository General Fund and Payroll Fund; Pennsylvania Local Government Investment Trust, Depository Investment Fund; US Bank, Trustee. The motion passed unanimously.

4. Public Comment

None.

5. Old Business

5.1 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 (as a side note, this 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.

**Open Records Policy
Schedule of Fees
Approved**

A motion was made by Mr. Dempsey, seconded by Mr. Ebaugh, to approve the Open records Policy Schedule of Fees as presented. The motion passed unanimously.

5.2 Meeting Dates for 2015

Proposed 2015 meeting dates are provided below. Staff will advertise upon approval.

February 18, 2015
March 18, 2015
April 15, 2015
May 20, 2015
June 17, 2015
July 15, 2015
August 19, 2015
September 16, 2015
October 21, 2015
November 18, 2015
December 16, 2015
January 20, 2016

**2015 Meeting Date
Schedule
Approved**

A motion was made by Mr. Lapinski, seconded by Mr. Ebaugh, to approve the meeting schedule for 2015 as presented. Motion passed unanimously.

6. New Business

6.1 Parameters Resolution for Refunding Series 2010 Bonds – Resolution 15-1

As discussed at the November 2014 meeting, the Series 2010 bonds are eligible for refunding. Based on current rates, it is likely that refunding will result in savings. The parameters resolution

sets a minimum savings goal for the refunding. If the refunding will result in savings at least equal to the parameters in the resolution, staff and consultants are directed to refund the bonds.

**Resolution
Approved**

A motion was made by Mr. Lapinski, seconded by Mr. Spac, to approve Resolution 15-1 The motion passed unanimously.

6.2 Requisitions

BRIF #136	HRG Odor Control Study Pay App #3	\$5,784.95
BRIF #137	HRG Ghaner Pump Station SCADA coordination	\$180.00
BRIF #138	Rettew SHAWT Engineering Inv #79082	\$5,800.00
BRIF #139	Dale Summit Acquisitions January Lease Pymt.	\$25,000.00
BRIF #140	M2 Construction SHAWT Pay App #2	\$82,988.10
BRIF #141	Bob Biter Electrical SHAWT Pay App #3	\$23,558.76
BRIF #142	M & T Bank Payment 2 of 3 Liebherr Track Loader 3 year lease to own	\$75,995.76
BRIF #143	IC & EE Ghaner 1 SCADA Invoice 454	\$2,245.12
BRIF #144	IC & EE Big Hollow SCADA Invoice #457	\$2,339.05
BRIF #145	UAJA Reimburse General Fund for Capital purchases 2014	\$207,876.01

**Requisitions
Approved**

A motion was made by Mr. Ebaugh, seconded by Mr. Dietz, to approve the BRIF Requisitions #136-145. The motion passed unanimously.

7. Reports of Officers

7.1 Financial Report

Mr. Smith reviewed with the Board the YTD budget report for the period ending December 31, 2014.

7.2 Chairman’s Report

Mr. Schmalz reported that he has had informal discussions with Mr. Ebaugh regarding the hypothetical case where Penn State would transfer flow to UAJA. Mr. Schmalz asked the Board to think about what form Penn State's representation on the UAJA Board would take if this hypothetical scenario ever happened. Would Penn State be a full voting member or would there be a non-voting liason? The Municipal Authorities Act would need to be consulted.

7.3 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>Jul. 2014</u>	<u>Aug. 2014</u>	<u>Sep. 2014</u>	<u>Oct. 2014</u>	<u>Nov. 2014</u>	<u>Dec. 2014</u>
Production	613 cu/yds.	425 cu/yds.	563 cu/yds.	646 cu/yds.	662 cu/yds.	653 cu/yds.
YTD. Production	4,963 cu/yds.	5,388 cu/yds.	5,951 cu/yds.	6,597 cu/yds.	7,259 cu/yds.	7,912 cu/yds.
Distribution	645 cu/yds.	432 cu/yds.	1,428 cu/yds.	559 cu/yds.	227 cu/yds.	285 cu/yds.
YTD. Distribution	4,894 cu/yds.	5,326 cu/yds.	6,754 cu/yds.	7,313 cu/yds.	7,540 cu/yds.	7,825 cu/yds.
Immediate Sale	1,247 cu/yds.	1,428 cu/yds.	585 cu/yds.	534 cu/yds.	953 cu/yds.	1,330 cu/yds.
Currently in Storage	1,860 cu/yds.	1,853 cu/yds.	1,148 cu/yds.	1,180 cu/yds.	1,615 cu/yds.	1,983 cu/yds.

SEPTAGE OPERATIONS

	<u>Jul. 2014</u>	<u>Aug. 2014</u>	<u>Sep. 2014</u>	<u>Oct. 2014</u>	<u>Nov. 2014</u>	<u>Dec. 2014</u>
Res./Comm.	13,300 gals.	0 gals.	7,400 gals.	0 gals.	0 gals.	0 gals.
Hawbaker	0 gals.	0 gals.	0 gals.	152,000 gals.	0 gals.	102,000 gals.
CH/Potter	12,414.09 lbs/solids	3,144.18 lbs/solids	5,204.16 lbs/solids	6,963.90 lbs/solids	1,843.14 lbs/solids	5,550.27 lbs/solids
Port Matilda	1,768.08	1,417.80	1,551.24	1,651.32	1,451.16	1,634.64

	lbs/solids	lbs/solids	lbs/solids	lbs/solids	lbs/solids	lbs/solids
Huston Twp.	600.48 lbs/solids	567.12 lbs/solids	683.88 lbs/solids	617.16 lbs/solids	417.00 lbs/solids	467.04 lbs/solids
Total Flow	100,300 gals.	39,500 gals.	72,900 gals.	227,000 gals.	37,500 gals.	162,500 gals.

7.4 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 no exceptions to our NPDES permit. The 12-month rolling average flow for December was 4.34mgd with the average for the month being 3.94mgd. There were no inspections by DEP this month.

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

Below is the chart for Reuse Distribution and Temperature Data:

	Dec-14	YTD	Plant Effl. Temp	Wetland Effl. Temp.
Best Western	27,000	379,000		
Centre Hills	0	43,751,000	Dec-14	Dec-14
Cintas	865,000	9,269,000	57.8	53.6
Red Line	349,000	3,037,000		
Uaja Wetland	4,990,000	64,987,000		
Wetland Vault	17,560,000	23,423,000		
Kissingers	1,316,000	3,145,820		
Stewarts	0	15,300		
TOTAL	25,107,000	148,007,120		

Plant Maintenance

- Replaced the diaphragm in Primary Pumps #5 and #11.
- The skimmer arm on Secondary Clarifier caught on the guide rail and will be off line until repair is made.
- Roy Brooks Welding repaired the Headworks Transfer Auger.
- Replaced the belts on Tuthill Blower #1.
- The starter panel for Centrifuge #2 failed. An Alfa Laval/ABB technician was called in to make repairs. There were bad PLC’s, fiber optic and fiber converter issues that were addressed. The bad parts will be sent out for repair as the currents parts being used are obsolete.
- Replaced the thermostat control for the MF CIP Tank heater.
- Replaced the process air spool on MF#2.
- The engine in the Cat skid steer at Compost had a major failure and is being replaced. This was a capitol budget item.
- Began cleaning the air laterals in the Compost Bays. Andy Breon and I would like to thank the Collections staff for supplying manpower in assisting plant maintenance on this project. This project is expected to last several months.

7.5 Collection System Superintendent’s Report

The following comments are as presented to the Board in the written report prepared by Richard Lahr, Collection System Superintendent.

Mainline Maintenance:

- (UA) Lateral Installations – (0)
- (UA) Lateral Repairs – (0)
- (UA) Mainline Cleaning – (68) manholes inspected- (11,759) feet cleaned
- (UA) Mainline Repairs – (0)
- (UA) Manhole Repairs – (0)
- (UA) Manhole Casting Repairs – (0)
- (FTA) Lateral Installations – (0)
- (FTA) Lateral Repairs – (0)
- (FTA) Mainline Cleaning – (0) manholes inspected- (0) feet cleaned
- (FTA) Mainline Repairs – (0)
- (FTA) Manhole Repairs – (0)
- (FTA) Manhole Casting Repairs – (0)

We have completed approximately 60% of the Selder’s Circle mainline replacement work in Pine Grove Mills. We have been asked by Ferguson Twp. to delay completion until spring of 2015. Helped with labor work at the Compost Building, cleaning the bays for air circulation repairs. Did some equipment maintenance.

(A)Construction &(B)I/I Inspection(A)(We TV’d 3924 ua/0 fta feet of mainline and inspected 29 ua/0 fta MH’s .) (B)Tested/Grouted – (MH’s grouted ua 0 fta 0 /Joints tested ua 0 fta 0 /grouted ua 0 fta 0/) (Grout used 0/Gal.). Estimated I/I-flow decreased (0gpd/= 0 EDU’s).

Lift Station Maintenance:

Routine maintenance and general housekeeping was completed and all stations are reported to be operating normally.

We cleaned grease out of the wet wells. We rebuilt 3 E-One grinder pumps. Completed oil changes at all stations. Had routine Mtce done on all stand-by gen-sets.

Inspection: Provisional As-builts Approved: None

Mainline Construction:

- a. Rockey Ridge, ph2 – We are awaiting As-built revisions.
- b. Villal & Villa 2 Apts. Replacement – Construction is complete. We are awaiting As-builts.
- c. Turnberry, Ph2 – We are awaiting As-built revisions.
- d. The Landings, Ph1B – We are awaiting As-built revisions.
- e. Saybrook, Ph 10 - We are awaiting As-built revisions.

New Connections:

a.	Single-Family Residential	26	c.	Commercial	2
b.	Multi-Family Residential	4	d.	Industrial	0
					TOTAL 32

PA One-Calls Responded to 12/1-31/14: 143

7.6 Engineer’s Report

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

Retainer

- Sewer Model Updates –Staff is updating the GIS data base for geospatial EDU distribution.
- The Cottages – Provided wastewater flow and capacity information to support the completion of a Planning Module for this proposed development.

Big Hollow Interceptor Rehabilitation

- Contract 09-4/5/6 Big Hollow Diversion Pump Station (General, Mechanical, Electrical)
 - ✓ All Contracts were issued a certificate of substantial completed, dated December 11, 2014. Contractors are working to finalize punchlist items and provide closeout documentation.
 - ✓ Schedule: All Contracts are to be ready for final completion on or before January 25, 2015.
 - ✓ Certificate of Use and Occupancy issued by Centre Region Code Administration.
 - ✓ Contract 09-4 submitted a final application for payment (\$35,025.00); however, it is not recommended for approval until all punchlist items have been completed and Final Completion is reached.

Constructed Wetlands

- Substantial completion granted. A final completion inspection will be conducted when requested by the contractor after all punchlist items have been completed.
- A warranty notice was issued for leaking manholes (water infiltrating into the manhole). The Contractor attempted to complete these repairs; however, active infiltration was not observed. The Contractor will complete these repairs in the spring when groundwater levels are higher.
- The orifice plates were delivered and will be installed to help balance water flow.

Selders Circle Sewer Relocation

- HRG is available as needed to assist with construction activities.

Ghaner Road Pump Station

- Record Drawings have been prepared and submitted to UAJA staff for review.

Odor Control Study

The HRG/Material Matters team will meet with UAJA staff on January 20th at 2:30 PM to review data and discuss the upcoming and final sampling event.

7.7 Construction Report

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

General Services

General Services Items Completed for the Authority:

- Continued Coordination of Compost Modifications to Left/Right Servers from AEC Engineering (Portland, ME) and UAJA Staff
- Continued Coordination of SCADA System to facilitate enhanced use between Servers (Compost, Left, Right)
- Assisted in Discussion to Improvements to Compost Airflow Remediation

- Assisted in the Procurement of Liquid Oxygen Supply Contract for Facility

Solids Handling and Advanced Water Treatment System Upgrades – Contract 2014-05 through -08

Update of Construction Progress:

- Progress Meeting No. 4 was held on January 8, 2015 with no major issues or conflicts identified.

Authority and RETTEW have stressed overall schedule to the Contractors.

- The Ozone Generation System has been placed into production by Contract 2014-05 (General) and is under construction. The majority of the submittal work has been completed by the Contractors for long-lead time items and is now focusing on minor items such as piping, etc.
- Demolition work has begun in the Dewatering Building and AWT Building.
- Pump Replacement and Chlorine System Installation are planned for January 2015.
- Submittals are underway for Contract 2014-06 (Mechanical) with mobilization to occur in January 2015.
- Contract 2014-07 (Electrical) has mobilized and complete minor wiring and conduit modifications and Adjustable Frequency Drive demolition in the Aeration System.
- The date for Substantial Completion is February 21st, with 135 of the 180 days of the Contract Expired.

Payment Applications and Change Orders:

- Payment Application #2 was received in the amount of \$82,988.10 for Contract 2014-05 from M2 Construction, LLC. This Payment Application was received and reviewed by UAJA and RETTEW and is recommended for Approval.
- Payment Application #3 was received in the amount of \$23,558.76 for Contract 2014-07 from Bob Biter Electrical Contractors, Inc. This Payment Application was received and reviewed by UAJA and RETTEW and is recommended for Approval.

- A summation of the payment amounts to date are as follows:

CONTRACT	Contract Amount	Change Orders Amount	Work Completed	Payment Approved*	Retainage and Work to Complete
2014-05	\$954,700.00	-	\$196,309.00	\$176,678.10	\$778,021.90
2014-06	\$198,500.00	-	-	-	\$198,500.00
2014-07	\$121,700.00	(\$2,592.00)	\$53,160.39	\$47,844.36	\$71,263.64

*Inclusive of Recommended Payment for this Board Report

Membrane Procurement Contract (2014-08):

- RETTEW provided Executed Contract Documents to GCS Water Purification, LLC (Toray) in the amount of \$158,995.00 for Contract 2014-08. A Preconstruction Conference is schedule for the week of January 28th and membranes should arrive in April after commissioning and startup of the Ozone System.

7.8 Executive Director's Report

Reuse Water

Mr. Miller stated that a meeting has been scheduled with the Council of Governments and local State government elected officials to discuss changing the label of reuse water from sewage to water.

Ag Zoning

Mr. Miller stated that there was no update at this time but Clearwater Conservancy is looking at possibly partnering to protect the land.

Mr. Lapinski asked Mr. Miller to prepare a list of bullet points of the UAJA happening for the 2014 year. This list will be available to any board member for their presentations at their respective Municipalities.

8. Other Business

9. Adjournment

The meeting was adjourned at 5:10 p.m.

Respectfully submitted,

UNIVERSITY AREA JOINT AUTHORITY



Secretary/Assistant Secretary